



City Council

Mayor
Brian Dalton

Council President
Jim Fairchild

Councilor
Kelly Gabliks

Councilor
Micky Garus

Councilor
Bill Hahn

Councilor
Mike Holland

Councilor
Jackie Lawson

Councilor
Kevin Marshall

Councilor
LaVonne Wilson

Councilor
Ken Woods, Jr.

City Staff

City Manager
Ron Foggin

City Attorney
Lane Shetterly

Community
Development/
Operations Director
Jason Locke

Finance Director
Cecilia Ward

Fire Chief
Fred Hertel

Police Chief
Tom Simpson

Director of Engineering
& Environmental
Services
Fred Braun

City Recorder
Emily Gagner

Recording Secretary
Jeremy Teal

Dallas City Council Agenda

Mayor Brian Dalton, Presiding

Monday, October 17, 2016

7:00 pm

Dallas City Hall

187 SE Court St.

Dallas, OR 97338

All persons addressing the Council will please use the table at the front of the Council. All testimony is electronically recorded. If you wish to speak on any agenda item, please sign in on the provided card.

AGENDA ITEM	RECOMMENDED ACTION
1. ROLL CALL	
2. PLEDGE OF ALLEGIANCE	
3. EMPLOYEE RECOGNITION/INTRODUCTION	
4. COMMENTS FROM AUDIENCE <i>This time is provided for citizens to comment on municipal issues and any agenda items other than public hearings. The Mayor may place time restrictions on comments. Please supply 14 copies of the material brought to the meeting for distribution.</i>	
5. PUBLIC HEARINGS <i>Public comment will be allowed on items appearing on this portion of the agenda following a brief staff report presenting the item and action requested. The Mayor may limit testimony.</i>	
6. CONSENT AGENDA <i>The following items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered separately.</i>	Motion
a. Approve minutes of October 3, 2016 City Council meeting PG. 3	
7. ITEMS REMOVED FROM CONSENT AGENDA	
8. REPORTS OR COMMENTS FROM MAYOR AND COUNCIL MEMBERS	
a. General Comments from the Councilors and Mayor	
9. REPORTS FROM CITY MANAGER AND STAFF	
a. Population forecasting process PG. 7	Information Information
b. Council goal update	
c. Other	
10. FIRST READING OF ORDINANCE	



Our Vision

Our vision is to foster an environment in which Dallas residents can take advantage of a vital, growing, and diversified community that provides a high quality of life.

Our Mission

The mission of the City of Dallas is to maintain a safe, livable environment by providing open government with effective, efficient, and accountable service delivery.

Our Motto

Commitment to the Community.
 People Serving People.

City Hall

Dallas City Hall is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the City Manager's Office, 503-831-3502 or TDD 503-623-7355.

11. SECOND READING OF ORDINANCE

a. Ordinance No. 1799: An Ordinance adopting a business registration program; and amending Chapter 7 of the Dallas City Code. PG. 12

Roll Call Vote

12. RESOLUTIONS

a. Resolution No. 3352: A Resolution establishing a business registration filing fee. PG. 19

Roll Call Vote

13. OTHER BUSINESS

14. ADJOURNMENT

These minutes are supplemented by electronic recordings of the meeting, which may be reviewed upon request to the City Recorder. Audio files from City Council meetings from October 3, 2016, forward can be found online at <http://www.dallasor.gov/archive> under the corresponding agenda date. Staff reports, resolutions, ordinances, and other documents related to this meeting are also available at that site in the “Council Agendas” archive.

DALLAS CITY COUNCIL	Monday, October 3, 2016
<p>The Dallas City Council met in regular session on Monday, October 3, 2016, at 7:00 p.m. in the Civic Center of City Hall with Mayor Brian Dalton presiding.</p>	
<p>Council:</p> <p>Council members present: Council President Jim Fairchild, Councilor Kelly Gabliks, Councilor Micky Garus, Councilor Bill Hahn, Councilor Mike Holland, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor LaVonne Wilson, and Councilor Ken Woods, Jr</p>	
<p>Staff:</p> <p>Also present were: City Manager Ron Foggin, City Attorney Lane Shetterly, Fire Chief Fred Hertel, LT. Jerry Mott, Community Development/Operations Director Jason Locke, Finance Director Cecilia Ward, City Recorder/HR Manager Emily Gagner, and Recording Secretary Jeremy Teal.</p>	
<p>Pledge of Allegiance:</p> <p>Mayor Dalton led the Pledge of Allegiance.</p>	

AGENDA	ACTION
<p>1:00 AWARDS & PROCLAMATIONS</p>	<p>Mayor Dalton announced the League of Oregon Cities awarded Dallas the 2016 Alan & Helen Berg the Good Governance Award for its many community involved activities.</p> <p>Mr. Foggin announced the City received the CIS Gold Safety Award for outstanding safety practices on the job.</p> <p>Mayor Dalton read the Fire Prevention Week Proclamation for October 9-15, 2016.</p>
<p>6:52 COMMENTS FROM THE AUDIENCE</p>	<p>Delbert Maxfield, 192 NE Fern, Dallas, noted he would like to challenge the traffic study conducted by the City due to his request to place a stop sign on Fern Ave. and Dallas Dr. to potentially prevent a child from being struck and killed. He noted the MUTCD had a third option regarding high speed and restricted views and other restrictions and he felt Fern Ave. met those qualifications. He stated a stop sign was the only solution to remedy the issue of speeding.</p> <p>David Shein, 1680 Bridlewood Dr., advised everyone to check the dates on their fire extinguishers as well as their smoke alarms.</p>
<p>PUBLIC HEARINGS</p>	<p>There were none.</p>

<p>14:47 CONSENT AGENDA</p> <p>Item approved by the Consent Agenda: a) September 19, 2016, City Council meeting minutes; b) appoint Perry Todahl to the Parks Advisory Board.</p>	<p>It was moved by Councilor Marshall <i>to approve the Consent Agenda as submitted</i>. The motion was duly seconded and carried with a vote of 9-0.</p>
<p>ITEMS REMOVED FROM CONSENT AGENDA</p>	<p>There were none.</p>
<p>15:25 REPORTS OR COMMENTS FROM THE MAYOR AND COUNCIL MEMBERS</p> <p>REPORT OF THE SEPTEMBER 26, 2016 ADMINISTRATION COMMITTEE</p> <p>REPORT OF THE SEPTEMBER 26, 2016 BUILDING & GROUNDS COMMITTEE</p>	<p>Councilor Gabliks reported the committee discussed the aquatic center funding issues, committee appointment procedures, TSP Amendments, and the Finance and HR Managers reports.</p> <p>Councilor Marshall reported the committee discussed the Radio Shack building, the Carnegie Building, the Senior Center, and the Community Development and Parks Department reports. He noted Mayor Dalton discussed the 2017 total solar eclipse.</p>
<p>32:46 REPORTS FROM CITY MANAGER AND STAFF</p>	
<p>SUPPORT OF THE 3RD BRIDGE PLAN AMENDMENTS</p>	<p>Mr. Foggin reported the City of Salem was working through the land use amendments that would be needed for a third bridge in Salem. He asked the Council to authorize the Mayor to sign a letter on behalf of the Council in support of the amendments.</p> <p>It was moved by Council President Fairchild to authorize the Mayor to sign a letter supporting CA 16-4, the proposed amendments to the various plans and Urban Growth Boundary in Salem to facilitate the 3rd bridge preferred option over the Willamette River. The motion was duly seconded and carried with a vote of 9-0.</p>
<p>INITIATE AMENDMENTS TO THE TRANSPORTATION SYSTEM PLAN (TSP)</p>	<p>Mr. Locke reported the TSP hadn't been updated since 2009 and the assumptions in the document were based on research years before that. He noted there were new traffic models and street classifications that needed to be amended.</p> <p>It was moved by Councilor Gabliks to direct staff to begin the process for updating the TSP project list and other minor amendments. The motion was duly seconded and carried with a vote of 9-0.</p>
<p>2017 TOTAL SOLAR ECLIPSE DISCUSSION</p>	<p>Mr. Foggin announced the total solar eclipse would be Monday, August 21, 2017 and he noted</p>

	<p>he would be working with several groups to develop a great event.</p> <p>Councilor Holland suggested involving Chemeketa for educational opportunities.</p>
<p>COUNCIL GOAL UPDATE</p>	<p>Mr. Foggin announced the Citizens Academy was starting Thursday at 6 p.m.</p>
<p>OTHER</p>	<p>Chief Hertel announced October was Breast Cancer Awareness Month and provided shirts to all the Councilor from the Volunteer Firefighter Association.</p>
<p>59:53 FIRST READING OF ORDINANCE Ordinance No. 1801: An Ordinance establishing a special exception to the prohibition against being or remaining in Dallas City Park during hours the park is closed; and declaring an emergency.</p>	<p>Mayor Dalton declared Ordinance No. 1801 to have passed its first reading.</p>
<p>1:01:09 SECOND READING OF ORDINANCE Ordinance No. 1800: An Ordinance amending Dallas City Code Section 5.228, relating to truancy.</p> <p>Ordinance No. 1801: An Ordinance establishing a special exception to the prohibition against being or remaining in Dallas City Park during hours the park is closed; and declaring an emergency.</p>	<p>A roll call vote was taken and Mayor Dalton declared Ordinance No. 1800 to have PASSED BY A VOTE of 9-0 with Council President Fairchild, Councilor Kelly Gabliks, Councilor Micky Garus, Councilor Bill Hahn, Councilor Mike Holland, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor LaVonne Wilson, and Councilor Ken Woods, Jr. voting YES.</p> <p>A roll call vote was taken and Mayor Dalton declared Ordinance No. 1801 to have PASSED BY A VOTE of 9-0 with Council President Fairchild, Councilor Kelly Gabliks, Councilor Micky Garus, Councilor Bill Hahn, Councilor Mike Holland, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor LaVonne Wilson, and Councilor Ken Woods, Jr. voting YES.</p>
<p>1:02:34 RESOLUTIONS Resolution No. 3358: A Resolution establishing a schedule of rates for ambulance and emergency medical services and Dallas FireMed; and repealing Resolution 3323.</p>	<p>Councilor Garus noted he would like to see separate rates for resident and non-resident citizens.</p> <p>It was moved by Councilor Garus to postpone the Resolution until the November 7 Council meeting to collect more information regarding the two rates. The motion died due to a lack of a second.</p> <p>There was discussion regarding the cost difference between resident and non-resident and the staff time required to make the distinction.</p> <p>A roll call vote was taken and Mayor Dalton declared Resolution No. 3358 to have PASSED BY A VOTE of 8-1 with Council President Fairchild, Councilor Kelly Gabliks, Councilor Bill Hahn, Councilor Mike Holland, Councilor Jackie Lawson,</p>

<p>Resolution No. 3359: A Resolution adopting the 2016 Fire and Emergency Services Plan for the Dallas Fire and EMS Department/Southwestern Polk Rural Fire Protection District.</p>	<p>Councilor Kevin Marshall, Councilor LaVonne Wilson, and Councilor Ken Woods, Jr. voting YES. Councilor Garus voting NO.</p> <p>A roll call vote was taken and Mayor Dalton declared Resolution No. 3350 to have PASSED BY A VOTE of 9-0 with Council President Fairchild, Councilor Kelly Gabliks, Councilor Micky Garus, Councilor Bill Hahn, Councilor Mike Holland, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor LaVonne Wilson, and Councilor Ken Woods, Jr. voting YES.</p>
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<p>EXECUTIVE SESSION</p>	
<p>1:17:33 OTHER</p>	<p>Councilor Holland asked where the Fern Ave. stop sign case would go.</p> <p>Mr. Foggin noted that he spoke with Mr. Maxfield and committed to run the traffic study again during the school year to see if there were different outcomes.</p>
<p>ADJOURNMENT</p>	<p>There being no further business, the meeting adjourned at 8:22 p.m.</p>
<p>Read and approved this _____ day of _____ 2016.</p> <p>_____</p> <p>ATTEST: Mayor</p> <p>_____</p> <p style="text-align: center;">City Manager</p>	

DALLAS CITY COUNCIL REPORT

TO: MAYOR BRIAN DALTON AND CITY COUNCIL

<i>City of Dallas</i>	Agenda Item No. 9a	Topic: Population Forecasting
Prepared By: Jason Locke, Community Development/ Operations Director 	Meeting Date: October 17, 2016	Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Approved By: Ron Foggin, City Manager		

RECOMMENDED ACTION: None. For information only.

BACKGROUND: As discussed at the joint CC/SD meeting last Monday, we are in the process of getting updated population projections from PSU. This process was designed to provide cities and counties with a population forecast in 5 year increments that will be used for land use planning purposes. We will be active participants in the process and will provide both the Council and Planning Commission with updates as they become available. Once we have our forecast, we will be able to begin some of our Comprehensive Plan updates, which rely on population as a factor.

FISCAL IMPACT: None

ATTACHMENTS:

Informational slides from PSU presentation

Deliverables

- Forecasts (50 year horizon, 5-year time intervals)
 - County-level forecasts (5-year age groups)
 - Coordinated UGB-level forecasts (Total population)
- Report containing:
 - Summaries of historic and future demographic trends, assumptions about future growth, and a compilation of information collected from city and county officials and the public
 - Short technical description of methods employed to produce the forecast

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Process for Population Forecasts

- Develop demographic models using historic and recent data
- Analyze past and current population trends
 - Reasons for change, continuous or short-term?
- Gather information about existing and planned future housing, and about population change
 - Housing developments
 - Construction of new group quarters facilities
 - New employers
- Make assumptions about future housing and population change
- Revise forecasts on a regular basis

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Population Forecast Methods

Primary Models for this Forecast

- Cohort-Component Method
 - Based on age-sex structure
 - Survival rates – Fairly constant over time
 - Fertility – Slightly more variable than survival rates
 - Migration Rates – Subject to greater fluctuation than mortality and fertility and more unpredictable
 - Generally works better for areas with larger populations

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Population Forecast Methods

Primary Models for this Forecast

- Housing Unit Method
 - Generally works better for areas with smaller populations
 - Housing unit growth
 - Housing unit type
 - Persons Per Household (PPH)
 - Occupancy Rates
 - Add Group Quarters Population

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Forecast Program Overview 

Population Forecast Methods

Other Models/Methods to Consider

- For comparison and to serve as a check
- Ratio Methods
- Trend Extrapolation
- Employment Conversion Model

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Forecast Program Overview 

Population Forecast Data Sources

Primary Sources:

- U.S. Census Bureau, Decennial Censuses
- Population Research Center (PRC), Oregon Population Estimates Program
- Oregon Health Authority, Center for Health Statistics
- Counties, Assessors Office
- Incorporated cities, Community Development/Planning Department
- Oregon Geospatial Enterprise Office (GEO), Spatial Data Library

Secondary Sources:

- State of Oregon, Office of Economic Analysis
- U.S. Census Bureau, American Community Survey (ACS)
- U.S., Internal Revenue Service
- State of Oregon, Department of Revenue
- Oregon Department of Education
- U.S., Centers for Medicare and Medicaid Services
- State of Oregon, Employment Department

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Forecast Program Overview  Portland State UNIVERSITY

Process for Local Input

- Hold regional meetings
 - Receive input on:
 - Historical and current demographic and economic trends
 - Plans for future growth
 - Receive feed back on Preliminary Forecasts
- Local survey
 - Collect local observations
 - Population composition; recent change
 - Planned housing development plus group quarters facilities
 - Future employers
 - Infrastructure
 - Anything that might promote or hinder population growth
 - Survey will be posted on website and emailed to each jurisdiction
 - Issued in October, 2016
- Official review period for Proposed Forecasts

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Demographic and Economic Trends  Portland State UNIVERSITY

Polk County

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DALLAS CITY COUNCIL REPORT

TO: MAYOR BRIAN DALTON AND CITY COUNCIL

<i>City of Dallas</i>	Agenda Item No. 11a	Topic: Ordinance 1799
Prepared By: Jason Locke, Community Development/ Operations Director	Meeting Date: October 17, 2016	Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Approved By: Ron Foggin, City Manager		

RECOMMENDED ACTION: Adopt Ordinance 1799.

BACKGROUND: After discussing this matter for approximately 8 months, the Administrative Committee has recommended that the Council adopt the Business Registration Ordinance. The Ordinance is attached and ready for adoption. A separate Resolution establishing the fees is included on the Agenda.

SUMMARY TIMELINE:

- September 2015: Discussion started in at the Administrative Committee
- November 2015-March 2015: Continued discussion and refinement of a Business Registration not a license
- March 2015: City Council Workshop to discuss Business Registration
- May/June 2016: Chamber of Commerce online survey about registration program
- July 2016: Admin Committee recommends Business Registration Ordinance to full Council

DALLAS 2030 VISION IMPACT:

Element 2.a of the Vision 2030 strategy- Explore options for a business registration program for all businesses in the community

FISCAL IMPACT: Approximately \$6000 for the purchase of software from Tyler, and staff time for outreach and information/application delivery.

ATTACHMENTS:

Ordinance 1799

ORDINANCE NO. 1799

An Ordinance adopting a business registration program; and amending Chapter 7 of the Dallas City Code.

THE CITY OF DALLAS DOES ORDAIN AS FOLLOWS:

Section 1. The following provisions relating to business registration are hereby adopted, and added to and made a part of Chapter 7 of the Dallas City Code:

BUSINESS REGISTRATION

7.650 Purpose and scope.

- (1) Sections 7.650 through 7.664, are enacted to help assure the public health and welfare as well as compliance with the Dallas City Code and Dallas Development Code.
- (2) The registration fees authorized by this chapter shall be independent and separate from any license or permit fees, now or hereafter, required of any person to engage in any business by the Dallas City Council or other governmental or regulatory body. All such businesses remain subject to the regulatory provisions of any city ordinances or other regulations, now or hereafter, in effect and the business engaged therein is liable for the payment of any license or other fees therein established or authorized.
- (3) Nothing in this chapter shall be construed to apply to any person transacting and carrying on any business within the city which is exempt from regulation by virtue of the Constitutions or laws either of the United States or Oregon.
- (4) The levy or collection of a registration fee upon any business shall not be construed to be a license or permit to the person or business engaged in such business to engage in activity or business to the extent it is deemed to be unlawful under state or federal law, or any city ordinance.

7.652 Definitions.

For the purposes of sections 7.650 through 7.664:

- (1) "Business" means:
 - (a) A profession, trade, service, occupation, and every other kind of entity or activity carried on for profit or livelihood; and

- (b) A charitable, religious, educational, civic or eleemosynary entity or activity;

that is operated or conducted by a person in or on any structure, building, lot, or other premises, located within the city limits.

(2) "License" or "business license" means the document issued by the city granting the privilege to carry on a particular business or pursue a certain occupation within the city and which is separate from the business registration provisions contained in this chapter.

(3) "Owner" means the person having a controlling interest in a business, including a shareholder of a corporation, member of a limited liability company, partner, limited partner, trustee of a business trust or other similar status. For the purpose of this subsection, "controlling interest" means a capital interest of 25 percent or greater in the business.

(4) "Person" means all domestic and foreign corporations, associations, syndicates, partnerships of every kind, joint ventures, societies and individuals transacting and carrying on any business in the city.

(5) "Transfer" includes a transfer of greater than a one-half ownership in a business, by sale, gift, inheritance, foreclosure of a security interest or otherwise, but does not include a change in business location.

7.654 Registration and payment required – Exemptions – Registration year.

(1) Except as provided in subsections (2) and (3) of this section, every business, as defined in section 7.652(1), must file a business registration on a form prescribed by the City Manager or the City Manager's designee and pay the required fee as may be established by resolution of the City Council.

(2) A business or activity described in this subsection must file a business registration, but shall not be required to pay a registration fee. Businesses and activities qualified for a fee exemption under this subsection are:

- (a) Charitable, religious, educational, civic or eleemosynary organizations that are exempt from taxation under the Internal Revenue Code;

- (b) Businesses franchised by and paying a franchise fee to the city;

(c) Businesses exempt from the payment of municipal license fees pursuant to state or federal law;

(d) Suppliers and those engaged solely in wholesale sales to local businesses; and

(e) Any person involved in the home delivery of newspapers, groceries, or other goods purchased or provided outside the city.

(3) The following business or activities shall be exempt from any requirement to register or pay a registration fee under the provisions of sections 7.650 through 7.664:

(a) Fairs, festivals, and public entertainment events operated by charitable, religious, educational, civic or eleemosynary organizations that are exempt from taxation under the Internal Revenue Code;

(b) Home based businesses and occupations as described in Dallas Development Code section 2.2.120(E);

(c) Contractors, consultants or others who do not normally conduct business from or in, or otherwise occupy, a particular site, location or structure within the city limits;

(d) Those other businesses or business related activities that, due to their minimal activities may be declared exempt by the City Manager, or their designee;

(e) Itinerant merchants as defined in section 7.850; and

(f) Federal, state, and local government entities and agencies.

(4) (a) All businesses required to register under this subsection that are in operation as of January 1, 2017, must file a business registration by not later than January 31, 2017.

(b) All businesses required to register under this subsection that commence operation after January 1, 2017, shall file a business registration by not later than the first date of the commencement of business activities.

(5) All businesses registered under this section that remain in business as of January 1 each year, must file a renewal of their business registration on a form prescribed by the City Manager or the City Manager's designee and pay a renewal fee, unless exempt under

Section 7.654(2), in an amount established by resolution of the City Council by not later than the immediately following January 31 each year.

(6) In the event of a transfer of a business, or if a business changes the physical location of the business within the city, the business shall file a transfer of business registration or change of location within 30 days after such transfer or change of location and pay the fee established by resolution of the city council, unless exempt under Section 7.654(2).

7.656 Owner and Agent responsibilities. The individual owners and the individuals in charge of operating or managing a business for which registration is required shall be jointly and severally liable with the business for the registration of the business and payment of any registration fee required under section 7.654, and for any penalties imposed for failure to register or pay the fee or to comply with the provisions of this chapter.

7.658 Multiple businesses at same location– Branch offices.

(1) If more than one business is carried on at the same location and is operated under the same ownership, but is operated under more than one business name, one registration may be filed, provided that each business is clearly identified and all required information is included in the single registration.

(2) Each branch establishment or separate location of a business shall, for the purposes of sections 7.650 through 7.664, be treated as a separate business subject to the registration and fee, if any, required in this chapter. Warehouses used incidentally with a registered business shall not be deemed to be a separate place of business or branch establishment.

7.660 Registration procedure

(1) All business registrations, transfer of registrations, changes of location and registration renewals and shall be processed by the City Manager, or the City Manager's designee.

(2) The business registration, transfer of registration, change of location and renewal required under section 7.654 shall contain such information as may be required by the City Manager to determine the ownership, location, activities and management of the business, including the storage of dangerous or hazardous materials, and any other information required by the City Manager.

(3) Business registrations shall remain on file with the Dallas City Clerk and data shall be provided to the Dallas Fire Department and Police Department.

7.662 Incomplete or false registration information – Penalty for delinquent filing.

- (1) It shall be unlawful for any person to fail, refuse or neglect to comply with the provisions of this chapter, or to provide any false information in a business registration, registration renewal, transfer of registration or registration of change of physical location.
- (2) In the event a business files a registration or renewal or transfer or change of physical location, or fails to pay the required fee for such filing, after the due date for such filing, but within 60 days after the due date, the business shall pay a penalty in the amount of \$25. The penalty provided under this subsection shall be in addition to any registration fee the business may be required to pay.
- (3) In the event a business fails to file a registration or renewal or transfer or change of physical location within 60 days after the due date, or fails to pay the required fee for such filing, such failure to file or pay the required fee shall be a civil infraction, and each day that the delinquency in filing or payment continues shall be deemed a separate infraction.
- (4) Nothing contained in this chapter shall be construed as vesting any right to the amount of any license or other or additional taxes or fees, and the fees provided for in this chapter may be increased or decreased and additional or other fees provided for and levied in any and all instances at any time by the city.

7.664 Violation does not exempt payment of fee

The conviction of any person for violation of any of the provisions of sections 7.650 through 7.664 shall not relieve such person from paying any fee or penalty for which such person is liable. Nor shall the payment of any such fee prevent any prosecution for the violation of any of the provisions of this chapter.

Section 2. This ordinance shall take effect January 1, 2017.

Read for the first time: August 15, 2016
Read for the second time: September 19, 2016
Passed by the City Council: September 19, 2016
Approved by the Mayor: September 19, 2016

BRIAN W. DALTON, MAYOR

ATTEST:

APPROVED AS TO FORM:

RONALD W. FOGGIN,
CITY MANAGER

LANE P. SHETTERLY,
CITY ATTORNEY

DALLAS CITY COUNCIL REPORT

TO: MAYOR BRIAN DALTON AND CITY COUNCIL

<i>City of Dallas</i>	Agenda Item No. 12a	Topic: Resolution 3352
Prepared By: Jason Locke, Community Development/ Operations Director	Meeting Date: October 17, 2016	Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Approved By: Ron Foggin, City Manager		

RECOMMENDED ACTION: Adopt Resolution 3357

BACKGROUND: After discussing this matter for approximately 8 months, the Administrative Committee has recommended that the Council adopt the Business Registration Ordinance. The Ordinance is ready for adoption. As previously stated, this Resolution would establish the Business Registration program fees, which are as follows:

First Year existing business (2017): no fee
 Annual Renewal: \$10.00/year
 New Business, transfer, change of location: \$25.00

SUMMARY TIMELINE:

- September 2015: Discussion started in at the Administrative Committee
- November 2015-March 2015: Continued discussion and refinement of a Business Registration not a license
- March 2015: City Council Workshop to discuss Business Registration
- May/June 2016: Chamber of Commerce online survey about registration program
- July 2016: Admin Committee recommends Business Registration Ordinance to full Council
- August 2016 – First reading of Ordinance 1799 adopting the Business Registration program

DALLAS 2030 VISION IMPACT:

Element 2.a of the Vision 2030 strategy- Explore options for a business registration program for all businesses in the community

FISCAL IMPACT: First year, minimal revenue due to the first year free for existing businesses. After that, expect \$4-\$5,000 annually. This should cover the cost of the software and other costs associated with the program.

ATTACHMENTS:

Resolution 3352

RESOLUTION NO. 3352

A Resolution establishing a business registration filing fee.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. The fee to be paid upon filing a business registration, transfer or change of location under Section 7.654 of the Dallas City Code shall be \$25, and shall be due upon the filing of the business registration, transfer or change of location.

Section 2. The fee to be paid upon filing renewal of a business registration under Section 7.654 of the Dallas City Code shall be \$10, and shall be due upon the filing of the business registration renewal.

Section 3. Except as provided in Section 4, this resolution shall be effective January 1, 2017.

Section 4. Businesses in operation as of December 31, 2016, shall be exempt from filing the business registration fee with their initial business registration, but shall pay all subsequent fees required for renewal, transfer or change of location, as provided in Dallas City Code 7.654.

Adopted: September 19, 2016
Approved: September 19, 2016

BRIAN W. DALTON, MAYOR

ATTEST:

APPROVED AS TO FORM

RONALD W. FOGGIN,
CITY MANAGER

LANE P. SHETTERLY,
CITY ATTORNEY