



**City Council**

Mayor  
Brian Dalton

Council President  
Wes Scroggin

Councilor  
Jim Brown

Councilor  
Jim Fairchild

Councilor  
Beth Jones

Councilor  
Jackie Lawson

Councilor  
Kevin Marshall

Councilor  
Murray Stewart

Councilor  
LaVonne Wilson

Councilor  
Ken Woods, Jr.

**Staff**

City Manager  
Jerry Wyatt

City Attorney  
Lane Shetterly

Admin Svc Director  
Robert Spivey

Community Development/  
Operations Director  
Jason Locke

Finance Director  
Cecilia Ward

Fire Chief  
Bill Hahn

Chief of Police  
John Teague

Engineering Director  
Fred Braun

City Recorder  
Emily Gagner

# Dallas City Council Agenda

Monday, July 2, 2012, 7:00 p.m.  
Mayor Brian Dalton, Presiding  
Dallas City Hall  
187 SE Court Street  
Dallas, Oregon 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.*

<u>ITEM</u>	<u>RECOMMENDED ACTION</u>
1. ROLL CALL	
2. PLEDGE OF ALLEGIANCE	
3. COMMENTS FROM THE AUDIENCE <i>This time is provided for citizens to address the Council on any matters other than public hearings.</i>	
4. 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>  Public hearing on the CDBG Housing Rehabilitation Project (HR903) Close-out. <span style="color: red;">p. 3</span>	
5. 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>  a. Approve minutes of June 18, 2012, City Council meeting <span style="color: red;">p. 5</span>  b. Approve minutes of June 22, 2012, City Council meeting <span style="color: red;">p. 7</span>	
6. ITEMS REMOVED FROM CONSENT AGENDA	
7. REPORTS OR COMMENTS FROM THE COUNCIL MEMBERS	
8. REPORTS FROM CITY MANAGER AND STAFF  a. Economic Development Commission appointments <span style="color: red;">p. 8</span>  b. Other	Motion
9. RESOLUTIONS	

# Dallas City Council Agenda

## Page 2

### 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.*

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.

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|---------------------------------|--|
| 10. FIRST READING OF ORDINANCE  |  |
| 11. SECOND READING OF ORDINANCE |  |
| 12. OTHER BUSINESS              |  |
| 13. ADJOURNMENT                 |  |

# DALLAS CITY COUNCIL REPORT

**TO: MAYOR BRIAN DALTON AND CITY COUNCIL**

<i>City of Dallas</i>	<b>Agenda Item No.</b> 4	<b>Topic:</b> CDBG Housing Rehab Project Close-out Public Hearing
<b>Prepared By:</b> Emily Gagner	<b>Meeting Date:</b> July 2, 2012	<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Approved By:</b> Jason Locke		

RECOMMENDED MOTION:

None – accept the report.

BACKGROUND:

In 2008, the City, working with Polk CDC, applied for a Community Development Block Grant (CDBG) Program grant for the purpose of providing low-interest housing rehabilitation financing for owner-occupied, income-qualifying households in Polk County. In 2009, that grant was awarded and the project was completed in May of this year.

In order to close out the grant, a public hearing is a federal requirement of the CDBG Program. The purpose of this hearing is to allow us to report back to the community on how the project met the need for the funding.

FISCAL IMPACT:

None

ATTACHMENTS:

Project Narrative

## Narrative

In 2008 the City of Dallas working with the non-profit Polk Community Development Corporation (Polk CDC) and jurisdictional members of the Polk Regional Collaborative (PRC) prepared an application to Oregon Housing and Community Services (OHCS) and Oregon Economic Development requesting \$400,000 in CDBG funding for the purpose of providing low-interest housing rehabilitation financing to owner-occupied income qualifying households in Dallas and all of Polk County. The PRC member jurisdiction of Monmouth contributed \$135,000 in match from prior CDBG Housing Rehabilitation loans that had been repaid to the City of Monmouth. At the time of application the City of Dallas and the PRC Housing Rehabilitation Program had 53 households in need of repairs on the waiting list.

The City of Dallas received an award notice of \$400,000 in 2009. A grant contract between OHCS and the City of Dallas was executed on 7/27/09. The City was then able to enter into a sub-recipient agreement with Polk CDC as a certified non-profit able to carry out the housing rehabilitation activity of the project. After completing the environmental review process required prior to any housing rehabilitation activity can occur, Polk CDC began the rehabilitation project in December 2010. The project was completed on May 30, 2012. With this award the program has assisted 23 qualified households with needed repairs.

With approximately 65% of all housing in Polk County built prior to 1979, it is understandable that 57% of all loans provided to qualified households required lead-safe risk assessments and certified work practices. Of the 23 loans made for home repairs, 17 of these homes were owned and occupied by a person 62 years of age or more. With approximately 19% of the population in Dallas aged 65 or more the ability to remain in one's own home within the community is a personal challenge on limited income and can deeply affect the quality of life for seniors with impact to both the local and larger community. This program is designed to address issues of health and safety first which very often includes well and septic repairs or replacement, weatherization and upgrades for accessibility. In this project seven emergency loans were made to install 1) a new septic system, 2) replace sewer line laterals to three homes, 3) replace one well, and 4) replace two failed primary heat sources. Additionally two homes received accessibility upgrades. More than 75% of these emergency loans were made to elderly homeowners. The remaining top five areas of repair addressed in this project were:

- 1) Roofs and Gutter Systems to arrest water infiltration and damage
- 2) Electrical and Plumbing upgrades
- 3) Window and Door Replacements with essential repairs to water damaged areas
- 4) Exterior Siding replacement with removal of dry-rot from water damage
- 5) Interior upgrades to damaged floors/walls/ceilings along with fixture replacements

Of all homes assisted 52% were owned and occupied by a female head of household and of those 92% were 62 years of age or more. One in four of these households are raising grandchildren. Within all homes assisted 12 children benefitted from the program.

From the CDBG grant award and matching funds 67% of households assisted were in Dallas, 17% were in Monmouth and Independence with the remainder in Falls City and Polk County.

Polk CDC has been working in partnership with each of the jurisdictions in Polk County to bring CDBG Housing Rehabilitation funding to support the quality of life for low-moderate income owner-occupied households since 1989. On behalf of the Polk CDC Board of Directors, the staff and those who have benefitted we thank you for this opportunity to further our mission.

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4 The Dallas City Council met in regular session on Monday, June 18, 2012, at 7:00 p.m. in the  
5 Council Chambers of City Hall with Mayor Brian Dalton presiding.

6 **ROLL CALL AND PLEDGE OF ALLEGIANCE**

7 Council members present: Council President Wes Scroggin, Councilor Jim Brown, Councilor Jim  
8 Fairchild, Councilor Jackie Lawson, Councilor Kevin Marshall, and Councilor Ken Woods, Jr.  
9 Absent: Councilor Beth Jones, Councilor Murray Stewart, and Councilor LaVonne Wilson.

10 Also present were: City Manager Jerry Wyatt, City Attorney Lane Shetterly, Deputy Chief of  
11 Police Tom Simpson, Fire Chief Bill Hahn, Finance Director Cecilia Ward, Director of  
12 Administrative Services Robert Spivey, and Recording Secretary Emily Gagner.

13 Mayor Brian Dalton led the Pledge of Allegiance.

14 **COMMENTS FROM THE AUDIENCE**

15 Chelsea Pope, Executive Director of the Dallas Area Chamber of Commerce and Visitor Center,  
16 reported that last week at Bounty Market, they saw a record number of attendees, noting several  
17 vendors sold out before the market ended.

18 Joe Koubek read a statement regarding the Salem River Crossing, a copy of which is attached to  
19 these minutes and incorporated herein.

20 **PUBLIC HEARING**

21 There were no public hearings.

22 **CONSENT AGENDA**

23 It was moved by Councilor Marshall and seconded by Councilor Fairchild *to approve the Consent*  
24 *Agenda as presented.* The motion CARRIED UNANIMOUSLY.

25 Item approved by the Consent Agenda: a) the June 4, 2012, City Council minutes.

26 **ITEMS REMOVED FROM CONSENT AGENDA**

27 There were no items removed from the Consent Agenda.

28 **REPORTS OR COMMENTS FROM COUNCIL**

29 Councilor Fairchild reported that he had spent time the past week in Maupin for the League of  
30 Oregon Cities (LOC) Board of Directors meeting. He noted the City would be receiving a  
31 Legislative Priority List from the LOC and advised each Councilor should look at it and choose  
32 their top three or four items.

33 Councilor Lawson clarified that the Council had talked about the Salem River Crossing at  
34 workshop and subcommittee meetings as well as doing research on their own time. She indicated  
35 her education on the topic was not limited to the ten minute presentation from ODOT. Mr. Wyatt  
36 indicated staff did send a letter on behalf of the Council supporting Option 4C. He explained this  
37 had been a fifteen year process with several open houses attended by Councilors. He added  
38 ODOT had come to the City at least three times and this was not something taken lightly or  
39 rushed through.

40 **REPORTS FROM CITY MANAGER AND STAFF**

41 **OTHER**

42 Mr. Wyatt stated the Mayor's Street Funding Committee would have its first meeting on June 27.

43 Mr. Wyatt indicated the Sounds of Summer posters were out. He noted there would be a good  
44 mix of new bands and old favorites.

45 **RESOLUTIONS**

46 **Resolution No. 3248** – A Resolution providing for the distribution of transient lodging taxes  
47 collected under Ordinance No. 1681 (Dallas City Code 7.870 through 7.922) for the period from  
48 July 1, 2012 through June 30, 2014; and repealing Resolution No. 3206.

1 A roll call vote was taken and Mayor Dalton declared Resolution No. 3248 to have PASSED BY  
2 A UNANIMOUS VOTE with Council President Wes Scroggin, Councilor Jim Brown, Councilor  
3 Jim Fairchild, Councilor Jackie Lawson, Councilor Kevin Marshall, and Councilor Ken Woods,  
4 Jr. voting YES.

5 **Resolution No. 3249** – A Resolution establishing fees for the Dallas Pretreatment Program.

6 A roll call vote was taken and Mayor Dalton declared Resolution No. 3249 to have PASSED BY  
7 A UNANIMOUS VOTE with Council President Wes Scroggin, Councilor Jim Brown, Councilor  
8 Jim Fairchild, Councilor Jackie Lawson, Councilor Kevin Marshall, and Councilor Ken Woods,  
9 Jr. voting YES.

10 **Resolution No. 3250** – A Resolution adopting the budget of the City of Dallas, Oregon for the  
11 fiscal period beginning July 1, 2012, and ending June 30, 2013, making budgeted appropriations  
12 and levying taxes for said fiscal period.

13 A roll call vote was taken and Mayor Dalton declared Resolution No. 3250 to have PASSED BY  
14 A UNANIMOUS VOTE with Council President Wes Scroggin, Councilor Jim Brown, Councilor  
15 Jim Fairchild, Councilor Jackie Lawson, Councilor Kevin Marshall, and Councilor Ken Woods,  
16 Jr. voting YES.

17 **Resolution No. 3251** – A Resolution declaring the City of Dallas's election to receive State  
18 Revenues.

19 A roll call vote was taken and Mayor Dalton declared Resolution No. 3251 to have PASSED BY  
20 A UNANIMOUS VOTE with Council President Wes Scroggin, Councilor Jim Brown, Councilor  
21 Jim Fairchild, Councilor Jackie Lawson, Councilor Kevin Marshall, and Councilor Ken Woods,  
22 Jr. voting YES.

23 **FIRST READING OF ORDINANCE**

24 **Ordinance No. 1746** – An Ordinance establishing a special exception to the prohibition against  
25 riding bicycles in the Dallas Skateboard Park; and declaring an emergency.

26 Mayor Dalton declared Ordinance No. 1746 to have passed its first reading.

27 **SECOND READING OF ORDINANCE**

28 **Ordinance No. 1746** – An Ordinance establishing a special exception to the prohibition against  
29 riding bicycles in the Dallas Skateboard Park; and declaring an emergency.

30 Mayor Dalton declared Ordinance No. 1746 to have passed its second reading. A roll call vote  
31 was taken and Mayor Dalton declared Ordinance No. 1746 to have PASSED BY A  
32 UNANIMOUS VOTE with Council President Scroggin, Councilor Jim Brown, Councilor Jim  
33 Fairchild, Councilor Jackie Lawson, Councilor Kevin Marshall, and Councilor Ken Woods, Jr.  
34 voting YES.

35 **OTHER BUSINESS**

36 There being no further business, the meeting adjourned at 7:20 p.m.

37 Read and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2012.

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ATTEST:

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City Manager

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Mayor

**DALLAS CITY COUNCIL**  
**Friday, June 22, 2012**  
**Council Chambers**

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The Dallas City Council met in special session on Friday, June 22, 2012, at 4:00 p.m. in the Council Chambers of City Hall with Mayor Brian Dalton presiding.

**ROLL CALL**

Council members present: Council President Wes Scroggin, Councilor Jim Brown, Councilor Jim Fairchild, Councilor Beth Jones, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor LaVonne Wilson, and Councilor Ken Woods, Jr. Absent: Councilor Murray Stewart.

Also present were: City Manager Jerry Wyatt, City Attorney Lane Shetterly, Chief of Police John Teague, Deputy Chief of Police Tom Simpson, and Recording Secretary Emily Gagner (Ms. Gagner left during the Executive Session).

**EXECUTIVE SESSION UNDER ORS 192.660(2)(b)**

Mayor Dalton recessed the meeting at 4:02 p.m. for an executive session to consider discipline of or hear complaints or charges brought against a public officer or employee.

Mayor Dalton reconvened the Council meeting at 5:30 p.m.

**OTHER BUSINESS**

Mr. Shetterly reported that the Land Use Board of Appeals (LUBA) hearing for the Walmart expansion was held the previous day and he thought it went well for the City. He noted LUBA worked under a strict timeline although they asked if anyone objected to extending the decision deadline by seven days to July 19 if necessary. Mr. Shetterly explained this decision could be appealed to the Court of Appeals and then to the Supreme Court.

There being no further business, the meeting adjourned at 5:33 p.m.

Read and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2012.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Manager

# DALLAS CITY COUNCIL REPORT

**TO: MAYOR BRIAN DALTON AND CITY COUNCIL**

<i>City of Dallas</i>	<b>Agenda Item No. 8a</b>	<b>Topic:</b> Economic Development Commission Appointments
<b>Prepared By:</b> Jason Locke, Community Development/ Operations Director	<b>Meeting Date:</b> July 2, 2012	<b>Attachments:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

## **RECOMMENDED ACTION:**

Approve the Mayor's appointment of Bob Brannigan to the Economic Development Commission (EDC) and select a Councilor to sit on the EDC.

## **BACKGROUND:**

The Economic Development Commission is comprised of appointed members from the City, County, and Dallas Chamber of Commerce that meets every-other month. At this point, there are 2 City positions that are expiring, a Mayor's appointment and a Council Position (Councilor Lawson).

The Mayor proposes to replace Cory Oace (DRV) with Bob Brannigan(WVH).

The Chamber of Commerce is likewise making their appointments. Once that is done, a complete roster will be forwarded to the City Council and EDC. The next EDC meeting is scheduled for July 19.

## **FISCAL IMPACT:**

None

## **ATTACHMENTS:**

None