

CITY of CASCADE LOCKS

AGENDA

CITY COUNCIL MEETING, Monday, September 26, 2016, 7:00 PM, CITY HALL

Purpose: The City Council meets on the 2nd and 4th Mondays of each month to conduct city business.

1. **Call to Order/Pledge of Allegiance/Roll Call.**
2. **Additions or amendments to the Agenda.** (The Mayor may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged.)
3. **Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
 - a. **Approval of September 12, 2016 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$ 53,901.21.**
4. **Public Hearing:** None.
5. **Action Items:**
 - a. **Appointment to Committees.**
 - b. **Award Bid to Curran-McLeod for the Gorge Hubs Project.**
 - c. **Approve OLCC Special Event License for TIB for Oct. 22.**
 - d. **Review Public Safety Task Force Meeting Notes.**
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** (Comments on matters not on the agenda or previously discussed.)
7. **Reports and Presentations.**
 - a. **City Committees.**
 - b. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session as may be required.**
11. **Adjournment.**

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for person with disabilities, should be made at least 48 hours in advance of the meeting by contacting the City of Cascade Locks office at 541-374-8484.

1. **Call to Order/Pledge of Allegiance/Roll Call.** Mayor Cramblett called the meeting to order at 7:00 PM. CM's Groves, Randall, Fitzpatrick (via phone), Walker, Busdieker, Rutherford (via phone), and Mayor Cramblett were present. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, JoAnn Wittenberg, Carl Zerfing, and Camera Operator Betty Rush.
2. **Additions or amendments to the Agenda.** None.
3. **Adoption of Consent Agenda.**
 - a. **Approval of August 22, 2016 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$ 150,843.23.**
 - c. **Ratification of Rogue River Brewing and Bridge of the Goddesses Half Marathon Event.**

Mayor Cramblett read the list of items on the Consent Agenda. **Motion:** CM Groves moved, seconded by CM Walker, to approve the Consent Agenda. The motion passed unanimously by CM's Groves, Randall, Fitzpatrick, Walker, Busdieker, Rutherford, and Mayor Cramblett.
4. **Public Hearing:** None.
5. **Action Items:**
 - a. **Appointment to Committees.** Mayor Cramblett recommended appointment of Nancy Renault to the Architectural Review Committee. There was consensus of Council.
 - b. **Annual Review of Council Rules.** There was consensus of Council to leave Council Rules as they are.
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** JoAnn reminded all about the Magical History Tour on October 7th and said there were still tickets available. She also informed Council about the Strong Women Program that will start on September 19th and go until December 12th. She said the cost is \$20.00 and all you need to bring is a bottle of water and a towel. JoAnn spoke about the program and it being gear toward middle to older age women and where other programs are located right now. CM Busdieker said she would share electronically if she could get an electronic copy of the flyer.
7. **Reports and Presentations.**
 - a. **City Committees.** None.
 - b. **City Administrator Zimmerman Report.** CA Zimmerman announced that he would include a one paragraph statement from all candidates in the next newsletter. He reported that Sean Cariss, part-time firefighter/paramedic, had turned in his two week notice. He asked for approval to advertise for a replacement. There was consensus of Council to advertise for the position. CA Zimmerman reported that the ODFW water transfer should be transferred within the next 45 days. He said the Electric Department is in need of ordering three underground vaults for a cost of \$5,521 and asked for approval. There was consensus of Council to order to needed equipment. CA Zimmerman said there was one bid received for the Gorge Hubs Project. CM Walker asked if this firm has done any local work. CA Zimmerman said they are civil engineers and have done work in Odell. CM Busdieker said she would like to talk to them personally. CA Zimmerman said he would schedule them for the next Council meeting. CA Zimmerman said the issue of PCB's is less urgent. He said there may still be some work to do but waiting on DEQ for the continuation of the investigation. CA Zimmerman said there have been 14 residential building permits from January through July. He said August and September, thus far, there are another 14 residential building permits being process and one accessory building. He said there are a two more residential

building permits that will be possibly coming in and four commercial permits possible by the end of the year. CA Zimmerman said the City is searching for contractors to complete the equipment shed. He said the City may have to start over with the building because it wasn't built according to the drawings that were submitted. He said he would inform Council when all bids were received.

8. **Mayor and City Council Comments.** CM Fitzpatrick thanked the citizens that for fighting the fire that started near Adams Street. He said he appreciated them jumping in. CM Walker thanked the citizens for their quick action in fighting that fire. He thanked all those that defend our Country. CM Busdieker reported that she had attended a Wasco County Planning Commission meeting and made a statement regarding the rail expansion. She said she was not speaking as Council but did report that the Cascade Locks City Council had adopted a resolution regarding rail transportation of crude oil. CM Randall reminded all that the fire season is not over. He urged everyone to be careful. Mayor Cramblett said that the Fire Department is still in need of volunteers. He said the Council is funding the best they can. He said the at least four people are needed to respond to a fire call. He said the Public Safety Committee is going to meet again and see if there is anything that can be done. Carl Zerfing said he would like to be on that committee. CA Zimmerman said he would contact him when the Committee meets. Mayor Cramblett said that he will be going to Maine, on his own dime, and will be checking into the water issues regarding Nestlé. He said he would report back to Council when he returns.
9. **Other matters.** None.
10. **Executive Session per ORS 192.660 (2)(d) Labor Negotiator Consultations.** Mayor Cramblett recessed regular session and entered into Executive Session at 7:35 PM. CM's Groves, Randall, Fitzpatrick, Walker, Busdieker, Rutherford, and Mayor Cramblett were present. Also present were CA Zimmerman and CR Woosley. There were no decisions made.
11. **Adjournment. Motion:** CM Walker moved, seconded by CM Busdieker, to adjourn. The motion passed unanimously by CM's Groves, Randall, Fitzpatrick, Walker, Busdieker, Rutherford, and Mayor Cramblett. The meeting was adjourned at 8:00 PM.

Prepared by
Kathy Woosley

APPROVED:

Tom Cramblett, Mayor

BLANKET VOUCHER APPROVAL

PAGE NO. 1

DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
9/16/2016	PR	\$ 53,901.21

GRAND TOTAL \$ 53,901.21

APPROVAL:

Mayor

CASCADE LOCKS STAFF REPORT

Date Prepared: September 19, 2016

For City Council Meeting on: September 26, 2016

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Award Bid to Curran-McLeod for the Gorge Hubs Project

SYNOPSIS: Curt McLeod, a civil engineer and partner of Curran-McLeod will be with us to meet the City Council. Mr. Stephen Shibley, a landscape architect, will be with him. Please feel free to ask them any questions you may have about their expertise and ability to complete the Gorge Hubs Project for us.

The proposal received from Curran McLeod was available at our last council meeting.

CITY COUNCIL OPTIONS: Approve or reject Curran-McLeod as the Gorge Hubs Project Manager.

RECOMMENDED MOTION: "I move to approve Curran-McLeod as the project managers for the Gorge Hubs Overlook Park Project."

FINANCIAL REVIEW: The fee for the management of this project is included in the \$150,000 of City and Grant money dedicated to the project.

AGENDA ITEM NO: B.C.

CASCADE LOCKS STAFF REPORT

Date Prepared: September 19, 2016

For City Council Meeting on: September 26, 2016

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve OLCC Special Event License for TIB for Oct. 22.

SYNOPSIS: We should receive the application for this special event license on September 23. We will have copies available at Council meeting. This event is the third anniversary celebration of Thunder Island Brewery.

CITY COUNCIL OPTIONS: Approve or deny the OLCC Special Event Permit

RECOMMENDED MOTION: "I move to approve the special event permit for Thunder Island Brewery for a third anniversary party on October 22."

FINANCIAL REVIEW: The \$30 permit fee will be collected before the application is signed.

AGENDA ITEM NO: 5.d.

CASCADE LOCKS STAFF REPORT

Date Prepared: September 19, 2016

For City Council Meeting on: September 26, 2016

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Review Public Safety Task Force Minutes

SYNOPSIS: The Public Safety Task Force Review Committee was convened on Monday, August 29. This notes try to capture the discussion.

CITY COUNCIL OPTIONS: The Council should decide on the direction to take after reviewing the notes.

RECOMMENDED MOTION: Discussion Item Only.



Public Safety Task Force Review and Recommendations
August 29, 2016

Introduction:

In the spring of 2012 the City of Cascade Locks convened a group of citizens to discuss the situation at the Fire Department. This same group, along with Port Commissioners and City Council members, were invited to reconvene in 2016 to review the recommendations from the previous task force with an eye to the current situation of low amount of dedicated volunteers who are holding the department together.

At the beginning of this decade the Cascade Locks Fire/EMS Department had gone through trying times due to unforeseen circumstances, misunderstandings in regard to its financing, and changes in leadership. The community experienced the temporary loss of fire and ambulance services that were provided by volunteers. Other problems occurred that needed to be dealt with.

To develop a set of long term solutions, the City Council established a Public Safety Task Force and charged this group with the responsibility to meet, hold community meetings, and to come up with recommendations that would best serve the whole community.

Committee Membership:

The following citizens were appointed by City Council in 2012 and served to assist the City Council in developing workable solutions to this issue.

Shelly Storm	Ralph Hesgard
Patrick Stuart	Nancy Renault
Gary Munkoff	Rob Brostoff
Arni Kononen	Richard Randall
Larry Cramblett	Sharon Dean
Debra Sharp	James Dean
Jeff Pricher	Martha Lamont
Debora Lorang	Edouard Lamont

*Cascade Locks is where the Bridge of the Gods spans the Heart of the Gorge;
where mountain, wind, and water create the best sailing in the Northwest;
and where the "CL" on the license plate stands for Cascade Locks, the second largest city in Hood River County!
The City of Cascade Locks is an Equal Opportunity Provider.*

Public Safety Task Force Summary:

The PSTF was appointed to try to find solutions to the problems that came out of the turmoil within the Fire/EMS Department. The Task Force was chartered with finding various solutions for reconstruction, financing, and running of the department. The Task Force consulted with City of Hood River Fire Chief Devon Wells (Interim Chief), the Deputy Oregon State Fire Marshall Ted Megert, George Dunkel of the Oregon Special Districts Association, the Oregon Fire Chiefs Association and others to help in generating workable solutions. The Task Force held 11 work meetings including two special community meetings. The Task Force also met with the volunteer EMS staff to seek their input and suggestions.

Presentation of Options:

Various options (15 in total) were considered. Some were discarded as impractical or not financially feasible. Others were looked at as long term solutions. The Task Force recommended that the city seek various creative funding solutions, some of which were investigated and recommended below. The funding options reviewed included:

1. Raising the ambulance rates to the prevailing rate in the Gorge both for local residents and non-residents.
2. The \$45,000 annual building loan payment might be delayed or decreased if necessary.
3. Increase the in property taxes.
4. Raise the water meter fee.
5. The lease or sale of the old fire station needs to be credited to the building loan repayment.
6. The fire suppression fee could be raised to \$5.
7. The estimated cost of vehicle replacement should be lowered to \$37,500 from \$50,000 per year which should pay for an ambulance in a 4-5 year time frame. This should allow for the purchase of a much needed ambulance. A new fire truck was not necessary at that time.

The need was expressed for a full time paid chief. The lack of full-time leadership was causing morale problems and tasks were not getting assigned and accomplished as they would with the leadership of a full-time chief. Also expressed was the need for a full-time paramedic. Chief Wells felt that a full-time and part-time paramedic would pay for themselves. He also emphasized that the department needed a full-time paid chief. The chief and paramedic positions could be combined if such a person was available.

The 2012 Task Forces recommendations are listed below:

1. Immediately recruit and hire a paramedic/chief and involve the fire volunteers in the selection process. Insure that the ambulance billing process is a very high priority for this position and kept current as much as possible with a volunteer force.
2. Create a new committee charged with the responsibility to work with the city staff and others to fully analyze the financial needs, revenue, cash flow and alternative funding options for the Fire/EMS service. Members of this Task Force have volunteered to be a part

of this effort and help the city in this endeavor. This new committee can look at such funding ideas as support from the Port, changing current service fees, vehicle and equipment replacement and other financial issues.

3. That City Council place on the fall 2012 ballot, a request for citizen action to raise ambulance fees for both residents and non-residents to a level comparable to surrounding Gorge communities and that the current Fire Suppression fee on the utility bill also be raised and the community asked to vote on that also.
4. That in the 2012-13 budget, funds be set aside to begin to build up reserves for the purchase of a new ambulance.

In 2016 a small group of citizens from the original task force and the City Council met to review these recommendations. It is interesting to note the following.

The City Council recruited and invested in a staff that could reestablish the EMS Department. Jesse Metheny was hired as the Station Captain as required in Recommendation #1.

An EMS Advisory Committee was formed as in Recommendation #2 which was later melded into the Finance and Administration Committee. After several years of meetings and reviews including reviews of the accounting procedures and the funding of the new Fire Hall by a forensic accountant, the Finance Committee found that for the most part, proper and appropriate procedures were followed and a few recommendations for improvements were suggested which the Council has adopted. These included the process for approval of change notices in a large project and the need for a competent project manager.

An EMS Support fee was placed on the ballot in November of 2014 as recommended in Recommendation #3 and passed by the voters. This fee raises approximately \$60,000 per year for the support of the department.

The City was able to purchase an adequate used ambulance from the City of Hood River Fire Department for much less than a new ambulance would cost. The City was able to pay for this ambulance over two years which facilitated the purchase. This replaced the reserve set aside as recommended in Recommendation #4 and Option #6.

The Council has raised the ambulance rates to match other Gorge communities as recommended in Option #1.

The sale of the old fire hall was credited to the new building loan repayment as suggested in Option #4. The loan on the Fire Hall will be paid back by July of 2018, freeing up \$79,890 per year which would fund an additional full-time paramedic in the 2018-2019 Budget.

As noted above an EMS Support fee was enacted by the Council of \$6 per month effective for 2015 through 2019 as suggested in Options #3 and #5. This is \$60,000 in revenue per year.

When two full-time staff members are on duty, our revenues average \$9,000 per month (\$108,000) per year. With limited volunteer staff that number decreases because we are unable to handle transports which are lucrative for the department. The City is working with the current staff to restructure the hours of coverage in an effort to handle more calls.

As a department we can track the number of calls we have not be able to respond to because we are short of volunteers and paid staff. As of September 12, 2016, we have received 265 total calls for service. We have not been able to respond to 53 of those calls, almost 20% of the calls. If we apply our average revenue per call, we have missed over \$76,000 in revenue. If that trend continues, that is nearly \$100,000 in lost revenue for this. Having staff available to respond to calls makes sense.

This year's budget (by category) is:

Revenue	
Beginning Fund Balance	\$ 97,000
Property Taxes	86,100
Service Fees	100,000
Multnomah County	20,000
General Fund Transfer	79,890
EMS Support Fee	60,000
Other Miscellaneous	<u>5,075</u>
Total Revenue	\$448,065

Expenditures	
Personnel Expenses	\$218,244
Materials and Services	98,208
Capital Outlay	39,000
Debt Service	82,350
Contingency	<u>10,263</u>
Total Expenditures	\$448,065

The service fee revenue is in jeopardy if we cannot staff the department with the equivalent of two paid paramedics. Less than 5% of our calls are for firefighting. The rest are mostly for EMS calls. The service fee revenues are enhanced with a limited number of volunteers who can handle first responder duties. More volunteers are required in order to fight the fire calls.

The discussions held at the Public Safety Task Force meetings, at the 2012 meetings and the 2016 review meeting, led to the following goal.

Goal: To have a viable paid Fire/EMS Staff to protect and serve the City of Cascade Locks and the County Mandated Ambulance Service Area

We must improve in three areas if we are to gain more revenue to reach the goal.

1. Facilities
2. Volunteers
3. Staff

Facilities:

Our new Fire Hall facility does not yet lend itself to a volunteer sleeper program because it lacks the necessary infrastructure, notably sleeping quarters and a shower. If two to four beds could be fit in the building with the appropriate privacy, we might be able to attract EMT personnel who could staff a shift for us, then be able to stay and play in the Gorge for a while. It might also be able to facilitate an intern program with Portland Community College students who need experience in the field. The following steps would improve our facility to accommodate both types of volunteers.

1. Determine if the grant for SCBA Replacement Grant is still pending. (\$20,000)
2. Determine the cost to install a shower in the restroom and two bedrooms in the office
3. Install a shower in the restroom for crew cleanup and residential volunteers
4. Install two bedrooms (both with bunk beds) to house potential residential volunteers within the large office area

Since the meeting, we have learned that the SCBA grant was not approved. The County will resubmit that grant request for the next award cycle. This would allow the use of some of the \$20,000 to pay for and install bedrooms and a shower in the existing bathroom. We currently do not think it would cost more than \$10,000, if we buy the material and the Port of Cascade Locks could help with their more experienced personnel in building the walls for the sleeping quarters. We would need to contract with a plumber for the installation of the shower.

Volunteers:

We also recognize the need to increase the number of volunteers. Fire Departments across the nation have seen a decrease in community volunteerism due to the rise of longer commutes to their work, thus limiting the number of hours available to volunteer. Higher housing prices and general cost of living expenses requiring an increase in two-income families also limit the number of hours to volunteer. The increase in requirements to become a fully functioning volunteer makes it difficult for individuals to commit to volunteering.

The actions to improve the facilities outlined above would also cover the potential for creating a residential volunteer program outlined in Step #1 below.

1. Provide sleeping arrangements for residential volunteers, estimated at \$10,000.
2. Increase Volunteer Stipend Program, currently \$5,000 available per year.

Another suggestion was to actually pay volunteers to “volunteer.” We do have \$5,000 in the budget to pay for those volunteers who respond and transport people to a medical facility. The current procedure is found at the end of this document. If we increase the amount available to \$10,000 for example, we could change the program to paying a flat amount to a limited number of volunteers who would commit to respond when paged out and attending the Monday night training meetings. \$200 a month would provide four volunteers \$2,400 per year, or \$9,600 total. This step needs to be discussed with those who could volunteer but don’t because of the limited financial gain in our current program.

Staff:

Assuming we can improve our facilities and increase our volunteer base with the actions identified previously, we still need to consider what the ideal staffing level is and the required revenue to fund that level. We currently have two positions funded as follows for either a 5 day eight-hour shift or a 4 day 10-hour shift. Two employees provide a total of 80 hours of coverage out of 168 hours per week, with the remainder of the hours covered by volunteers or overtime. Three employees would provide 120 hours per week coverage.

We all understand that the funding level would be determined by both the funding available and the call volume required.

1. Interim Staffing Level for 80 and 120 hour Coverage

- a. 40 hour employees (3 EMT/FF including Supervisor)
 - i. 5 8-hour shifts per week
 - ii. 4 10-hour shifts per week
 - iii. Cost Per Employee

	Rate	Multiplier	Total
Wage	\$ 23.12	2080 hours	\$ 48,089.60
FICA	7.65%		\$ 3,678.85
State Unemployment	0.10%		\$ 48.09
WBF	\$ 0.0165	2080 hours	\$ 34.32
WC	4.66%		\$ 2,240.98
PERS	24.61%		\$ 11,834.85
Medical - Family	\$ 1,960.88	12 months	\$ 23,530.50
			89,457.19

These costs do not include any amount for overtime.

As call volume grows, which it will with the increased housing in Cascade Locks, and the potential for more commercial development such as a destination resort and increased tourism in the Columbia River Gorge, we will essentially need to move to 24 hour coverage 7 days per week. Paying the same rate per hour, but increasing the number of hours, increases our personnel costs by 30% or \$26,624. They would also be some minimal equipment cost increases.

Two EMT Paramedic/Firefighters would cost \$180,000 in personnel costs alone. Three fulltime EMT Paramedic/Firefighters would cost \$270,000 annually.

b. Ideal 24 hour coverage

- i. One employee per 24-hour shift (4 EMT/FF including one supervisor)
- ii. Two employees per 24-hour shift (8 EMT/FF including two supervisor)
- iii. Cost Per Employee

	Rate	Multiplier	Total
Wage	\$ 23.12	2920 hours	\$ 67,510.40
FICA	7.65%		\$ 5,164.55
State Unemployment	0.10%		\$ 67.51
WBF	\$ 0.0165	2920 hours	\$ 48.18
WC	4.66%		\$ 3,145.98
PERS	24.61%		\$ 16,614.31
Medical - Family	\$ 1,960.88	12 months	\$ 23,530.50
			116,081.43

If the Department grows to require two employees per shift, the costs double. These costs could be mitigated by hiring a Firefighter/Paramedic and pairing with a Firefighter/EMT level employee. With a staff of 6 full-time paramedic firefighters it would be prudent to have a full-time Chief and perhaps an Assistant Chief to cover vacations and sick leave absences. This pushes personnel costs close to \$925,000 per year without the reserves for new equipment and the normal materials and supplies for a full-time department. ***This level of support will only come after major development occurs.***

2. Determine Revenue Sources for Funding Staffing Levels

- a. New housing will generate approximately \$20,000 in property taxes in November of 2017.
- b. New electric demand from that housing will generate about \$23,000 into the General Fund beginning in January 2017.
- c. The City pays almost \$80,000 per year from the General Fund into the EMS Fund to repay the debt owed to the Electric Utility for the money borrowed to build the New Fire Hall. That debt will be paid in full by June 30, 2018, freeing up that money for other uses.

- d. Defer the Fire Hall debt payment to a future date.
- e. The EMS Support Utility fee will continue raising \$60,000 per year through December, 2019.
- f. Determine a contribution the Port of Cascade Locks could make to support a third position.

We are clearly not in a position to go to full-time coverage, but we are close to a position where we can employ a third Firefighter/Paramedic to get us to 70% coverage. The city could delay or eliminate the repayment of the fire hall debt in order to increase funding to the EMS Department. If the revenues from the increased housing and electrical generation to the General Fund materialize in the 2017-18 budget, the shortfall would be about \$50,000 for the third 40-hour position.

To run the ideal 8 man department with the appropriate materials and services and capital outlay budgets would cost an estimated \$1,300,000 annually after the debt service is completed, roughly three and a half times our current budget. This amount would include an annual set aside (reserve) for new fire and ambulance vehicles and for standby or on call time to increase coverage in the event of a fire.

Otherwise we wait for major development to occur.



Volunteer Stipends Procedure

This procedure shall serve as the guideline for volunteer stipends as approved the City of Cascade Locks Resolution No. 1312 adopted September 8, 2014. This stipend program is for ambulance transports where a patient is delivered to the hospital only. This program does not include fire calls, non-transport EMS calls, or any other calls for service that do not deliver a patient to the hospital. To be eligible for the stipend program, a volunteer must meet the following criteria.

1. To be eligible members must have completed their initial hire probationary period of 6 months. No member shall accrue stipend pay until successful completion of any probationary period.
2. Maintain active status by responding to at least one call for emergency service per month, attending a minimum of one training per month, **and** 50% of the total training drills annually as outlined in SOP 2200. Any months recorded as inactive shall result in failure to accrue their stipend during that particular month.
3. The member must have no disciplinary actions against them. Any disciplinary actions taken against a volunteer shall make them ineligible to accrue the stipend during the 6 month probationary period that follows disciplinary action as outlined in SOP 2004. The volunteer shall still be eligible for any stipend accrued outside of the 6 month probation period paid out at the regular intervals.
4. All members are responsible for maintaining their certification levels. Failure to maintain higher certification levels shall result in payment of only the level currently held during the transport.

Stipend Rates. The payment schedule is as follows:

Driver or Emergency Medical Responder	\$25 per incident
EMT Basic	\$30 per incident
EMT Intermediate	\$35 per incident
EMT Paramedic	\$40 per incident

The first \$20 for each volunteer is for reimbursable costs including wear and tear on personal clothing while performing volunteer service, transportation, meals, and other out of pocket costs incurred by volunteers that are incidental to responding to emergencies. The additional portion of the stipend will be the nominal fee of \$5-\$20, depending on certification level, paid at their certification level regardless of role fulfilled during the transport.

Depending on pay periods and fiscal year end, the estimated payment schedule shall be:

1. For runs completed from July 1–Nov. 15, stipend will be paid out on the first payroll run in December.
2. For runs completed from Nov. 16–June 30, stipend will be paid out on the first payroll run in July.

Budget Limits. These amounts will be paid only as long as funds are available in the budget. If the program proves successful in generating “extra” revenue to the EMS Fund, the City Council may consider increasing the amount of funding available for the program through the normal change in the budget resolution process. This program shall be managed and payments authorized by the Station Captain to be paid out by The City of Cascade Locks through regular check processes. This stipend is exempt from BOLI or regular wage requirements governed by Oregon State. It is a reimbursement for associated costs including a nominal fee as allowed by FLSA guidelines.