

# CITY of CASCADE LOCKS

## AGENDA

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**CITY COUNCIL MEETING, Monday, August 27 2018, 7:00 PM, CITY HALL**

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**Purpose:** The City Council meets on the 2<sup>nd</sup> and 4<sup>th</sup> 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 August 13, 2018 Minutes.**
  - b. **Approval of August 16, 2018 Special Meeting Minutes.**
  - c. **Ratification of the Bills in the Amount of \$75,597.16**
  - d. **Approval of City Administrator Contract Extension.**
4. **Public Hearing:** None.
5. **Action Items:**
  - a. **Appointment to Committees.**
  - b. **Approve 2018 Assistance to Firefighter Grant.**
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. **Cascade Locks Elementary School and Preschool Presentation, Amy Moreland.**
  - c. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session per ORS 192.660 (2)(a) Employment of Public Officers, Employees and Agents and (2)(b) Consider Disciplining of a Public Officer, Employee, Staff or Agent.**
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. Present were CM's Groves, Busdieker, Randall, Zerfing, Walker, Fitzpatrick (via phone) and Mayor Cramblett. Also present were CA Gordon Zimmerman, Finance Officer Marianne Bump, Deputy Recorder Marilyn Place, Fire Chief Jessica Bennett, Butch Miller, George Fischer, Brenda Wood and Camera Operator Betty Rush.
2. **Additions or amendments to the Agenda.** None
3. **Adoption of Consent Agenda.**
  - a. **Approval of July 23, 2018 Minutes.**
  - b. **Ratification of the Bills in the Amount of \$156,685.00**
  - c. **Approval of City Administrator Performance Review.**
  - d. **Approve OLCC Application for Oregon Brewing Co. September 15, 2018.**
  - e. **Approve OLCC Application for Santo Spirito, LLC. Motion:** CM Zerfing moved to adopt the consent agenda, CM Busdieker seconded. The motion passed unanimously by CM's Busdieker, Fitzpatrick, Groves, Randall, Walker, Zerfing and Mayor Cramblett.
4. **Public Hearing:** None.
5. **Action Items:**
  - a. **Appointment to Committees.** None
  - b. **Approve Resolution No. 1401 Supporting an EDA Grant Application. Motion:** CM Zerfing moved to approve Resolution No. 1401, CM Busdieker seconded. The motion passed unanimously by CM's Busdieker, Fitzpatrick, Groves, Randall, Walker, Zerfing and Mayor Cramblett.
  - c. **Approve Resolution No. 1402 Updating Burn Regulations and repealing Resolution No. 1056.** CM Busdieker said she disagrees with Section 7 of the resolution which exempts the City from burning the prohibited materials listed in Section 1. She said no one should be exempt from burning rubber products, tires, plastics, wet garbage, petroleum and petroleum treated material, asphalt, roofing and industrial waste and any other material that creates dense smoke or noxious odors. There was consensus of Council to remove number 1 from the list of exemptions in Section 7 as it pertains to the City. **Motion:** CM Busdieker moved to approve Resolution No. 1402 omitting exemption number 1 from Section 7. The motion passed unanimously by CM's Busdieker, Fitzpatrick, Groves, Randall, Walker, Zerfing and Mayor Cramblett
  - d. **Review EMS Support Levels.** CA Zimmerman said since City Council asked for the EMS support fee to be put on the November ballot the Council makes the decision on increasing the fee or keeping it the same. There was consensus of Council it would be a hardship for some residents to accept an increased EMS support fee this year and since Fire Chief Bennett is doing a great job managing the budget as it is, the EMS support fee should not be increased. CA Zimmerman said he will leave the fee as is and bring back a resolution to put it on the ballot at the next CC meeting.
  - e. **Review Audit's Letter.** CA Zimmerman said the letter submitted every year by the auditors is an outline of their services.
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** Mr. Fischer said he came to discuss code issues in reference to building. He said he feels the Council needs to address the issues to make it clear to the City how they manage the business of doing their codes. He said in October 2017 he met with City Recorder Kathy Woosley regarding a land partition division and easement on property owned by Bruce and Carol Daniels. He said the purpose of the partition to build a house and a duplex on the partitioned land. Mr. Fischer said after the City Planner

approved the partition division and the easement and the plat was recorded on December 8, 2017 in Hood River County.

Mr. Fischer said he applied for a building permit with the City and later received a letter from them dated July 23<sup>rd</sup> 2018. He said the letter stated, Public Works Design Standards and the Community Development Code have minimum standards for development that must be met as part of the issuance for his building permit. He said the letter specified that the driveway to the partitioned land be 20 feet wide with a 30 foot recorded easement, it should be paved and include a hammerhead turnaround for emergency vehicles.

Mr. Fischer said the City Planner already approved the partition and easement, which is 15 feet and if he has to do an additional 10 feet easement to correct the City Planners mistake it will end up costing the City money, because it is not his mistake.

Mr. Fischer said the general requirements for the Public Works Design Standards cannot be applied to the private sector because the City will not be maintaining his purposed driveway.

CA Zimmerman said the City understands Mr. Fischer will not be building a street but a driveway and the City has codes specifically for developed driveways.

Mr. Fischer said the issue is the approved plat plan and the letter stating the required correction for the easement. He said he believed he was following requirements covered in the Cascade locks Community Development Code (CCDC) when he filed the building permit and felt the City Planner should have caught any discrepancies prior to him approving the partition division.

Mr. Fischer said he spoke to Fire Chief Bennett and she told him he could not use any part of the recorded easement driveway to construct the code required emergency vehicle turn around. He asked how and why is he supposed to configure the requirements for the emergency vehicle turnaround in the size of lot he had partitioned.

Mr. Fischer said he was quite upset, losing building time and the costs and the frustration from this issue has been difficult.

Mayor Cramblett said now that we have the information from Mr. Fischer the Council will take it into consideration and decided what if anything needs to be done about the codes.

Mr. Fischer said if Council does not want to do anything about it he will get an attorney.

## **7. Reports and Presentations.**

**a. City Committees.** None

**b. Cascade Locks Elementary School and Preschool Presentation, Amy Moreland.**

Principal Moreland was scheduled to appear but was not present. CA Zimmerman said the preschool is in desperate need of funding and are looking for funds to fill the gap so they can keep the preschool as economic development for the community. He said the Port is considering giving them \$10,000 but a significant shortfall would remain even with that donation.

CM Zerfing asked isn't there a Headstart program across the river in Stevenson and don't we bus children over there. There was agreement among Council that there is a Headstart program across the river. CM Zerfing asked why would we need a preschool here if Headstart is established across the river.

CA Zimmerman said he was not sure and Principal Morehouse was not there to answer that question.

CM Zerfing asked if we can get Principal Moreland could come back and give the presentation we were supposed to hear this evening so we can better understand the best approach to this issue.

CA Zimmerman said he would contact Principal Moreland and reschedule her presentation.

c. **City Administrator Zimmerman Report.** CA Zimmerman said the election deadline to file for either the Mayor position or one of the three City Council positions is Friday August 24, 2018. CA Zimmerman said the Infrastructure Finance Authority Board voted unanimously to fund the City's Wastewater Project during a meeting he attended August 3, 2018. He said the Mayor is now the signer for the USDA RUS \$4.3 million portion of the project of which \$1.4 million is grant funds.

8. **Mayor and City Council Comments.** CM Fitzpatrick said congratulations on signing the paperwork for the sewer plant. He said thank you to staff for all the hard work getting that funding for the project.

CM Walker said he hears all the time what a great job the Fire Department is doing and thanked Fire Chief Jessica Bennett for working hard to make the budget work.

CM Busdieker said thank you to Fire Chief Bennett for doing a great job and she was apologetic that there won't be a higher EMS fee to help out with the operating costs. She thanked George Fischer for bringing his code issue before Council and she hoped there will be something they can do about it.

CM Randall thanked the community for supporting the fire department and he was confident the future Council will be able to get the EMS fee raised.

CM Groves thanked the staff for doing a great job.

Mayor Cramblett said we appreciate the effort the Fire Department continues to do.

9. **Other matters.** CA Zimmerman said he will get with the City Planner to see if they can get Mr. Fischer's issue resolved.

10. **Executive Session per ORS 192.660 (1)(a) Employment of Public Officers, Employees and Agents.**

11. **Adjournment. Motion:** CM Busdieker moved to adjourn, seconded by CM Randall. The motion passed unanimously by CM's Busdieker, Fitzpatrick, Groves, Randall, Walker, Zerfing and Mayor Cramblett. The meeting adjourned at 8:54PM.

Prepared by  
Marilyn Place

APPROVED:

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Mayor Cramblett



1. **Call to Order/Pledge of Allegiance/Roll Call.** Mayor Cramblett called the meeting to order at 4:15pm. Present were CM's Busdieker, Walker, Randall, Zerfing and Mayor Cramblett. CM Fitzpatrick was present via phone. Also present were CA Zimmerman, City Recorder Kathy Woosley and Deputy Recorder Marilyn Place.
2. **Approve Resolution No. 1403 Calling an Election to Submit to City Voters a Charter Amendment to Clarify Charter Language Regarding Plurality Election of Election of City Councilors and Adopting a Ballot Title and Explanatory Statement.** **Motion:** CM Busdieker moved to approve Resolution No. 1403, seconded by CM Walker. The motion passed unanimously by CM's Busdieker, Fitzpatrick, Randall, Walker, Zerfing and Mayor Cramblett.
3. **Approve Resolution No. 1404 Calling an Election to Submit to City Voters an Ordinance to Continue a Previously Established Emergency Medical Services ("EMS") Fee on Property Served by the City of Cascade Locks Electric Utility to Assist in Covering the Costs Associated with Providing EMS Services to Residents and Businesses Served Within the City of Cascade Locks Ambulance Service Area.** **Motion:** CM Busdieker moved to approve Resolution No. 1404, seconded by CM Randall. The motion passed unanimously by CM's Busdieker, Fitzpatrick, Randall, Walker, Zerfing and Mayor Cramblett.
4. **Adjournment.** **Motion:** CM Busdieker moved to adjourn, seconded by CM Randall. The motion passed unanimously by CM's Busdieker, Fitzpatrick, Randall, Walker, Zerfing and Mayor Cramblett. The meeting adjourned at 4:22PM.

Prepared by  
Marilyn Place

Approved by:

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Mayor Cramblett



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PAGE NO.

1

DEPARTMENT: CITY OF CASCADE LOCKS  
COVER SHEET AND SUMMARY

DATE:

DESCRIPTION:

AMOUNT:

8/10/2018

AP

\$ 27,830.19

8/17/2018

PR

\$ 47,766.97

GRAND TOTAL \$ 75,597.16

APPROVAL:

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Mayor



Report Criteria:  
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9692	08/18	08/10/2018	6822	01222554	American Legal Publishing Corporation	2018 S-3 Folio Supplement	0140162110	95.00
9692	08/18	08/10/2018	6822	01222554	American Legal Publishing Corporation	shipping	0140162110	8.00
Total 9692:								103.00
9693	08/18	08/10/2018	6966	01410018SH	American Messaging	Paging, Voicemail, Page Service	5140562110	79.26
Total 9693:								79.26
9694	08/18	08/10/2018	7034	860	Bernadette Murray-Macioce	Admin, Post to facebook, letters, ads	0840562110	800.00
Total 9694:								800.00
9695	08/18	08/10/2018	6842	INV-5738	Bonnewille Environmental Foundation	2018-19 Green Power Program Agreeme	5140562030	2,500.00
Total 9695:								2,500.00
9696	08/18	08/10/2018	6979	JULY 2018	Cartomation, Inc.	GIS Service for City	5140562190	1,000.00
Total 9696:								1,000.00
9697	08/18	08/10/2018	670	100003500 J	CASCADE LOCKS LIGHT CO.	res. no 2	2140562070	40.46
9697	08/18	08/10/2018	670	10001500 JU	CASCADE LOCKS LIGHT CO.	fire station	0540562439	504.59
9697	08/18	08/10/2018	670	100038200 J	CASCADE LOCKS LIGHT CO.	well house	2140562070	2,259.32
9697	08/18	08/10/2018	670	10030200 JU	CASCADE LOCKS LIGHT CO.	Pump Lift Station	3140562070	28.30
9697	08/18	08/10/2018	670	100379100 J	CASCADE LOCKS LIGHT CO.	treatment plant	2140562070	2,129.69
9697	08/18	08/10/2018	670	100381300 J	CASCADE LOCKS LIGHT CO.	Warehouse	3140562070	48.53
9697	08/18	08/10/2018	670	103742700 J	CASCADE LOCKS LIGHT CO.	Wasco Crk Lift Station	3140562070	63.30
9697	08/18	08/10/2018	670	200120000 J	CASCADE LOCKS LIGHT CO.	Cemetery Water	1740562551	115.98
9697	08/18	08/10/2018	670	300155100 J	CASCADE LOCKS LIGHT CO.	main lift station	3140562070	780.23
9697	08/18	08/10/2018	670	300171800 J	CASCADE LOCKS LIGHT CO.	museum	0140762630	152.35
9697	08/18	08/10/2018	670	300183900 J	CASCADE LOCKS LIGHT CO.	Mall Lighting	5140562800	51.00
9697	08/18	08/10/2018	670	301981200 J	CASCADE LOCKS LIGHT CO.	moody lift station	2140562070	28.70
9697	08/18	08/10/2018	670	600135000 J	CASCADE LOCKS LIGHT CO.	Bike Path	0140162552	22.63
9697	08/18	08/10/2018	670	600136900 J	CASCADE LOCKS LIGHT CO.	City Hall Utilities	0140162552	519.03
9697	08/18	08/10/2018	670	600149800 J	CASCADE LOCKS LIGHT CO.	87 Ruckel	3140562070	35.24
9697	08/18	08/10/2018	670	600149800 J	CASCADE LOCKS LIGHT CO.	City Hall Irrigation	0140162552	353.71

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Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9697	08/18	08/10/2018	670	601369800 J	CASCADE LOCKS LIGHT CO.	radio tower	0540562439	61.43
Total 9697: 7,195.49								
9698	08/18	08/10/2018	900	SSS JULY 18	CITY OF CASCADE LOCKS	Senior Sewer Subsidy	0140862025	227.00
Total 9698: 227.00								
9699	08/18	08/10/2018	1540	61158 JULY	DMV SERVICES STATE OF OREGON	Driving Records Peter Kirk	0540562110	1.50
9699	08/18	08/10/2018	1540	61158 JULY	DMV SERVICES STATE OF OREGON	certified court print - peter kirk	5140562110	3.00
Total 9699: 4.50								
9700	08/18	08/10/2018	1760	ORHOD6020	FASTENAL	10' Gal. Supplies	2140562560	330.47
9700	08/18	08/10/2018	1760	ORHOD6020	FASTENAL	10' Gal. supplies	3140562560	330.48
9700	08/18	08/10/2018	1760	ORHOD6108	FASTENAL	Ear Plugs	0340562560	35.10
Total 9700: 696.05								
9701	08/18	08/10/2018	6795	0665816	Ferguson Enterprises Inc. #3011	Meter Box lid	2140562560	85.03
9701	08/18	08/10/2018	6795	0676458	Ferguson Enterprises Inc. #3011	ODOT Job	2140562560	136.44
9701	08/18	08/10/2018	6795	0676462	Ferguson Enterprises Inc. #3011	Fisher Job	2140562560	184.90
9701	08/18	08/10/2018	6795	0676463	Ferguson Enterprises Inc. #3011	Dry Creek Job	2140562560	1,571.94
9701	08/18	08/10/2018	6795	0677899	Ferguson Enterprises Inc. #3011	pressure Sewer	3140562560	117.01
Total 9701: 2,045.32								
9702	08/18	08/10/2018	2020	1312073	GENERAL PACIFIC INC.	Wife	5140563670	1,480.00
9702	08/18	08/10/2018	2020	1312073	GENERAL PACIFIC INC.	wife	5141562009	1,480.00
Total 9702: 2,960.00								
9703	08/18	08/10/2018	4910	601304704	Gloria McCullough	Refund Deposit	5121130	266.37
Total 9703: 266.37								
9704	08/18	08/10/2018	2420	60105	HOOD RIVER CO. - FINANCE	Ordinance	0140262075	135.00
Total 9704: 135.00								

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9705	08/18	08/10/2018	6971	SIN003376	Industrial Software Solutions	1 yr. software support	3140562030	420.00
Total 9705:								420.00
9706	08/18	08/10/2018	2989	INV205189	L.N. CURTIS & SONS	air sample	0540562440	420.00
Total 9706:								110.00
9707	08/18	08/10/2018	3070	1500568937	LES SCHWAB TIRE CENTER	Tires - Electric Truck	5140562201	110.00
Total 9707:								1,026.56
9708	08/18	08/10/2018	3770	22-201807	NET ASSETS	Title Search	0140162110	25.00
Total 9708:								1,026.56
9709	08/18	08/10/2018	4070	8070337	ONE CALL CONCEPTS, INC.	Regular Tickets	5140562110	25.00
Total 9709:								13.85
9710	08/18	08/10/2018	6936	92707	Oregon Travel Experience	4x4 panel	0840562114	75.00
Total 9710:								13.85
9711	08/18	08/10/2018	4630	1008494138	PITNEY BOWES - SUPPLIES	Ink	0140162010	75.00
Total 9711:								84.99
9712	08/18	08/10/2018	7055	881	Pixel Dust Studio	Graphic Design Service	0840562114	84.99
Total 9712:								1,600.00
9713	08/18	08/10/2018	4650	R791853	PLATT ELECTRIC SUPPLY	Flu 5T-1000 Volt/Continuity	2140562560	1,600.00
Total 9713:								132.00
9714	08/18	08/10/2018	4670	119078	PORT OF CASCADE LOCKS	Bridge Tickets - EL	5140562200	40.00
9714	08/18	08/10/2018	4670	34475	PORT OF CASCADE LOCKS	Bridge Tickets - PW	2140562020	40.00

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9714:								
9715	08/18	08/10/2018	6788	2018-24257-	Portland Monthly	aug hidden coast ad	0840562114	80.00
Total 9715:								
9716	08/18	08/10/2018	7048	36498	Precision Graphics	Tourism Brochure	0840562114	900.00
Total 9716:								
9717	08/18	08/10/2018	4840	979	PUBLIC UTILITY DIST. #1	labor 3 hours	5645163941	2,489.24
9717	08/18	08/10/2018	4840	979	PUBLIC UTILITY DIST. #1	transportation services	5645163941	46.95
9717	08/18	08/10/2018	4840	981	PUBLIC UTILITY DIST. #1	Materials	5645163941	241.90
9717	08/18	08/10/2018	4840	981	PUBLIC UTILITY DIST. #1	labor 2 man 3 hours	5645163941	37.38
9717	08/18	08/10/2018	4840	981	PUBLIC UTILITY DIST. #1	Transportation Cost to move transformer	5645163941	746.69
Total 9717:								
9718	08/18	08/10/2018	6780	5054089346	Ricoh Americas Corporation	Copies	0140162110	78.03
Total 9718:								
9719	08/18	08/10/2018	5510	7200395183-	STAPLES CONTRACT & COMMERCIAL	toner, paper, supplies	0140162010	76.03
9719	08/18	08/10/2018	5510	7200395183-	STAPLES CONTRACT & COMMERCIAL	voice recorder	0140162010	236.33
9719	08/18	08/10/2018	5510	7201269095-	STAPLES CONTRACT & COMMERCIAL	toner, folders, index dividers	0140162010	299.99
Total 9719:								
9720	08/18	08/10/2018	7040	201	Yates Line Construction Company	single person squirt boom truck	5140562110	107.95
9720	08/18	08/10/2018	7040	201	Yates Line Construction Company	Lineman - Chris White	5140562110	644.27
Total 9720:								
Grand Totals:								
								27,933.19

M = Manual Check, V = Void Check

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	.00	2,343.01-	2,343.01-
01-401-62010	729.26	.00	729.26
01-401-62110	204.03	.00	204.03
01-401-62552	895.37	.00	895.37
01-402-62075	135.00	.00	135.00
01-407-62630	152.35	.00	152.35
01-408-62025	227.00	.00	227.00
03-21010	.00	35.10-	35.10-
03-405-62560	35.10	.00	35.10
05-21010	.00	677.52-	677.52-
05-405-62110	1.50	.00	1.50
05-405-62439	566.02	.00	566.02
05-405-62440	110.00	.00	110.00
08-21010	.00	5,858.24-	5,858.24-
08-405-62110	800.00	.00	800.00
08-405-62114	5,058.24	.00	5,058.24
17-21010	.00	115.98-	115.98-
17-405-62551	115.98	.00	115.98
21-21010	.00	4,808.79-	4,808.79-
21-405-62020	40.00	.00	40.00
21-405-62070	2,378.01	.00	2,378.01
21-405-62560	2,390.78	.00	2,390.78
31-21010	.00	3,904.25-	3,904.25-
31-405-62030	420.00	.00	420.00
31-405-62070	3,036.76	.00	3,036.76
31-405-62560	447.49	.00	447.49
51-21010	.00	9,039.12-	9,039.12-
51-21130	266.37	.00	266.37
51-405-62030	2,500.00	.00	2,500.00
51-405-62110	1,195.19	.00	1,195.19
51-405-62190	1,000.00	.00	1,000.00
51-405-62200	40.00	.00	40.00
51-405-62201	1,026.56	.00	1,026.56
51-405-62800	51.00	.00	51.00
51-405-63670	1,480.00	.00	1,480.00
51-415-62009	1,480.00	.00	1,480.00
56-21010	.00	1,151.18-	1,151.18-
56-491-63841	1,151.18	.00	1,151.18

GL Account	Debit	Credit	Proof
Grand Totals:	27,933.19	27,933.19-	.00

$$\begin{array}{r} -103.19 \\ \hline 27830.19 \end{array}$$

Report Criteria:  
Report Type: GL detail

## CASCADE LOCKS STAFF REPORT

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**Date Prepared:** August 20, 2018

**For City Council Meeting on:** August 27, 2018

**TO:** Honorable Mayor and City Council

**PREPARED BY:** Gordon Zimmerman, City Administrator

**SUBJECT:** Approval of City Administrator Contract Extension

**SYNOPSIS:** As has been discussed during previous Council meetings, the City Administrator is desirous to serve the City for an additional two years in order to complete most of the projects currently underway or about to be underway. The Wastewater Facilities Improvement Plan is scheduled to be concluded by October of 2021. This extension will allow the City Administrator to see the completion of that project.

This contract also provides for the City Administrator to work fulltime for the City for six months after retiring while the City looks for a replacement. The City will not be required to pay the PERS match during that six months.

**CITY COUNCIL OPTIONS:** Approve, modify, or reject the proposed contract.

**RECOMMENDED MOTION:** Council decision.

**Financial Review and Status:** The City has seen significant growth in property taxes each year of over \$25,000 which will adequately cover the increases proposed in the contract.

**Legal Review and Opinion:** City Attorney Ruben Cleaveland has reviewed the proposed contract.



**CITY OF CASCADE LOCKS  
CITY ADMINISTRATOR EMPLOYMENT AGREEMENT**

**DATE:** \_\_\_\_\_

<b>PARTIES:</b>	City of Cascade Locks An Oregon municipal corporation	"City"
	Gordon Zimmerman	"Employee"

**RECITALS**

1. The City desires to retain the services of Gordon Zimmerman as City Administrator, as provided by the City Charter, and Gordon Zimmerman desires to be so employed.

2. It is the desire of the Cascade Locks City Council ("Council,") to provide certain benefits, compensation, establish certain conditions of employment and to set working conditions of said Employee as provided herein.

**AGREEMENT**

**NOW, THEREFORE,** in consideration of the mutual covenants of the parties, the parties agree as follows:

**Section 1. Duties.** The City agrees to retain Employee as City Administrator to perform the functions and duties specified in the City Charter and the ordinances and resolutions of the City, and to perform other legally permissible and proper duties and functions as the Council shall from time to time assign.

**Section 2. Term.**

a. Employment as City Administrator shall be for three and a half (3½) years, commencing on July 1, 2018 and continuing until December 31, 2021. Employment will continue as a Non-PERS employee from January 1, 2022 through June 30, 2022. Council will conduct annual evaluations of Employee's performance. Evaluations will be conducted in a manner consistent with Section 5 of this Agreement.

b. This Agreement shall be reviewed and may be subject to change, with approval of Employee and City and in writing, at the time of each annual performance evaluation of Employee.

c. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Council to terminate the services of Employee at any time, subject only to the

provisions set forth in Section 3.

d. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Employee to resign at any time from his position with City, subject only to the provision that Employee shall give City sixty (60) days written notice in advance, unless the parties agree otherwise in writing.

**Section 3. Termination and Severance Pay.**

a. In the event employment and this Agreement are terminated after the probationary period by the Council without cause, the City agrees to pay Employee a lump sum cash payment equal to six (6) months aggregate salary as severance pay.

b. In the event Employee voluntarily resigns his position with the City, or the City terminates the Agreement and Employee's employment for cause, then the City shall have no obligation to pay severance pay.

c. Termination for cause includes but is not limited to the following reasons for termination:

1. Any willful violation of the City's Charter, ordinances, resolutions or policies. This provision is not intended to include non-substantial violations such as minor traffic violations;

2. Failure to follow a lawful directive of the City Council;

3. Commission of a crime in the course of the performance of the duties of City Administrator or commission of any crime that reflects negatively on the City or affects Employee's ability to perform the job of City Administrator as determined by the City Council, in its sole discretion;

4. Violation of City, state, or International City/County Management Association (ICMA) ethics, laws or regulations;

5. Dishonesty in any form, including but not limited to theft, embezzlement, fraud, misappropriation of funds, and intentional and material misrepresentation to the City Council;

6. Willful or repeated violation(s) of any personnel rules as they currently exist or are subsequently added or modified;

7. Any conduct that materially affects the Employee's ability to perform the job of City Administrator as determined by the City Council, in its sole discretion; or

8. Neglect of duty and/or excessive absence.

d. In the event City desires to terminate Employee's employment and this Agreement for cause, Employee will be entitled to notice of the reasons for the proposed termination and an opportunity to respond in a due process hearing.

e. In any event, upon separation from employment with the City, in addition to any salary or severance pay that is due under this Agreement, Employee shall also be compensated for any accrued vacation and other accrued benefits in accordance with the City's Personnel Handbook.

**Section 4. Salary.**

a. The City agrees to pay Employee for his services rendered pursuant hereto an annual base salary as follows:

\$75,000 for the calendar year 2016,  
\$80,000 for the calendar year 2017,  
\$85,000 for the calendar year 2018,  
\$90,000 for the calendar year 2019,  
\$95,000 for the calendar year 2020,  
\$100,000 for the calendar year 2021, and  
\$50,000 for the final six (6) months of employment in 2022.

These terms are subject to review by the Council during 2019 for the possible adjustment for 2020 and 2021. Employee's annual base salary shall be payable in installments at the same time as other employees of the City are paid. The City may increase the base salary and/or other benefits of Employee in an amount and extent as the Council may determine on the basis of an annual performance and salary review of Employee, made at the same time as similar consideration is given other management employees generally.

**Section 5. Performance Evaluation.**

a. A primary duty of the City Administrator is to regularly assist the Council in establishing priorities, goals and objectives for the operation of the City, including, but not limited to priority setting for upcoming and future budget processes. City shall annually review the performance of Employee in June subject to a process, form, criteria, and format for the evaluation which shall be mutually agreed upon by City and Employee. The process at a minimum shall include the opportunity for both parties to: (1) prepare a written evaluation, (2) meet and discuss the evaluation, and (3) present a written summary of the evaluation results. The final written evaluation should be completed and delivered to Employee within 30 days of the evaluation meeting.

b. Annually, the Council and Employee shall define such goals and performance objectives which they determine necessary for the proper operation of the City

and in the attainment of the Council's policy objectives and shall further establish a relative priority among those various goals and objectives, said goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided.

c. In implementing the provisions of this Section, the Council and Employee mutually agree to abide by the provisions of applicable law.

**Section 6. Hours of Work.**

a. It is recognized that Employee must devote a great deal of time outside the normal office hours on business for City, and to that end Employee shall be allowed to establish an appropriate work schedule with the approval of the Council.

b. Pursuant to the City's Personnel Handbook, Employee is considered a management employee.

c. The position of City Administrator falls under the definition of executive personnel as defined in the Oregon Administrative Rules and is exempt from overtime provisions. Employee is required, for a fixed salary, to render all services as may be necessary to complete assigned duties and responsibilities in a proper and efficient manner. Employee may be required to work more than forty hours one week and less than forty in another week and will receive equal pay for each week. However, Employee must use accrued vacation leave, sick leave, or other allowed leave if absence from work extends more than two consecutive workdays.

**Section 7. Outside Activities.** Employee shall not spend more than one hour per week in teaching, counseling, or other non-City connected business, for which he receives compensation, without the prior approval of the Council. Any such outside arrangements must not constitute interference or a conflict of interest with his responsibilities under this Agreement.

**Section 8. Automobile and Cell Phone Allowances.**

a. Employee shall be reimbursed at the full Federal rate for all travel required for the conduct of duties of this position.

b. Employee shall receive from City the sum of \$100 per month as a cell phone allowance. Responsibility for the cell phone and payment of all cell phone services is the sole responsibility of Employee.

**Section 9. Vacation, Sick Leave and Administrative Leave.** Employee will accrue sick leave and vacation time at the rate of a senior level employee with 16 or more years of service (200 hours per year) as provided in the City's Personnel Handbook. All other leave shall be in

accordance with the City's Personnel Handbook. Maximum accrual rates for all leave shall be consistent with the City's Personnel Handbook.

**Section 10. Disability and Life Insurance.** Employee shall be entitled to receive all insurance benefits provided to represented employees of the City. The City shall pay the same premium for Employee's policies that City pays for represented employees of the City.

**Section 11. Retirement.**

a. City agrees to continue the enrollment of Employee in the Oregon State Public Employees Retirement System (PERS). City shall pick up the Employee portion of PERS beginning July 1, 2016.

**Section 12. Business Expenses.**

a. City agrees to pay for professional dues and subscriptions of Employee necessary for continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for Employee's continued professional participation; growth, and advancement, and for the good of City.

b. Employer agrees to pay for travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions to adequately continue the professional development of Employee and to pursue necessary official functions for City, including but not limited to the ICMA Annual Conference, the League of Oregon Cities Annual Conference, and such other functions of national, regional, state, and local governmental groups and committees in which Employee serves as a member.

c. City acknowledges the value and desires to have Employee participate and be directly involved in local civic clubs and organizations. City shall pay membership expenses and dues for those civic groups for which Employee determines his membership is beneficial to the City.

d. Payment of the expenses provided in this Section is subject to approval by the Council and budgeting through the City budget process.

e. Other business related expenses incurred by Employee not outlined in this Section may be reimbursed pursuant to the City's Personnel Handbook.

f. Employee shall make periodic reports to the Council on the activities described in this Section in which Employee participates.

**Section 13. Other Terms and Conditions of Employment.** Unless otherwise provided herein, all provisions of the City Charter and Code, and regulations and rules of the City relating to vacation and sick leave, retirement and pension system contributions, health insurance, dental

insurance, vision care insurance, holidays, and other fringe benefits as they now exist or hereafter may be amended, which may include increases or decreases in benefits, also shall apply to Employee as they would to any other employees of the City.

**Section 14. Residency.** Employee shall maintain residency within Cascade Locks City limits.

**Section 15. Confidentiality.**

a. Employee recognizes that City has and will have future plans, business affairs, employment, legal, and litigation matters, and other proprietary information that are valuable, special and unique assets of City and need to be protected from improper disclosure. Employee agrees not to, at any time or in any manner, either directly or indirectly, use any information for his own benefit, or divulge in any manner to any third party without the prior written consent of City. Employee will protect the information as strictly confidential. A violation of this paragraph shall be a material violation of this Agreement and cause for termination.

b. If it appears that Employee has disclosed (or has threatened to disclose) information in violation of this Agreement, City shall be entitled to an injunction to restrain Employee from disclosing, in whole or in part, such information, or from providing any services to any party to whom such information has been disclosed or may be disclosed. City shall not be prohibited by this provision from pursuing other remedies, including a claim for losses and damages.

c. The confidentiality provisions of this Agreement shall remain in full force and effect after the termination of this Agreement.

**Section 16. Notices.** Notices pursuant to this Agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

a. CITY: Mayor  
City of Cascade Locks  
140 S.W. WaNaPa  
P.O. Box 308  
Cascade Locks, OR 97014

b. EMPLOYEE: Gordon Zimmerman  
PO Box 404  
351A Forest Lane  
Cascade Locks, OR 97014

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service. Either party may change their address from time

to time by providing written notice to the other in the manner set forth above.

**Section 17. General Provisions.**

- a. The text herein constitutes the entire agreement between the parties.
- b. This Agreement is binding upon and shall inure to the benefit of the heirs at law and executors of Employee.
- c. This Agreement shall become effective upon signing by both parties and continue until terminated by either party.
- d. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.
- e. This agreement shall be construed and interpreted in accordance with Oregon law. Any claim, action, suit or proceeding between City and Employee that arises from or relates to this agreement shall be brought and conducted in the Circuit Court of Hood River County for the State of Oregon.

**IN WITNESS WHEREOF**, the City of Cascade Locks has caused this Agreement to be signed and executed in its behalf by its Mayor, and duly attested by its City Recorder, and the Employee has signed and executed this Agreement, both in duplicate, the day and year first above written.

**CITY OF CASCADE LOCKS**

**EMPLOYEE**

\_\_\_\_\_  
Tom Cramblett, Mayor

\_\_\_\_\_  
Gordon Zimmerman, City Administrator

**ATTEST:**

\_\_\_\_\_  
Kathy Woosley, City Recorder

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Ruben Cleaveland, City Attorney



**STAFF REPORT**

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Date Prepared: 8-21-18

For City Council Meeting on: 8/27/2018

**TO: Honorable Mayor and City Council**

**PREPARED BY: Jessica Bennett**

**APPROVED BY: Gordon Zimmerman**

**SUBJECT: SCBA grant MOU**

**SYNOPSIS: SCBA grant MOU for AFG cycle 18-19**

**CITY COUNCIL OPTIONS:**

1. Approve contract
2. Deny contract

**RECOMMENDATION:**

We recommend approval of the MOU with authorization for Chief Bennett to sign the document when presented at the next Chief's meeting on 9/6/18.

**BACKGROUND INFORMATION:**

Hood River County Fire Chief's Association has been trying for five years to get a countywide SCBA grant to replace the current SCBA's. Our SCBA's are on their last hydrotest cycle and will have to be replaced by January 2021. The rest of the county expires in 2020. This year we have decided to increase our odds of success by bringing in a grant writer. The grant writer needs a signed MOU with each individual agency involved in order to proceed. There will be a cost associated with the grant writer that can be written into the grant and will be, essentially, reimbursed with the awarding of the grant. The cost of one SCBA is more than \$1500 and we have 18 to replace; a total cost of more than \$25,000. It is in our best interest to try again with the grant using a professional writer and regional agency grants tend to have better success than local agencies alone.



**2018 ASSISTANCE TO FIREFIGHTERS GRANT FUNDING MEMORANDUM OF  
UNDERSTANDING FOR SELF-CONTAINED BREATHING APPARATUS AND  
RELATED EQUIPMENT**

Catalog of Federal Domestic Assistance (CFDA) Number 97.044

This Memorandum of Understanding (“MOU”) is entered into by and between the City of Hood River, a municipal corporation, by and through its Hood River Fire & EMS, Parkdale Rural Fire Protection District, Wy’East Fire District, Cascade Locks Fire Department, and West Side Rural Fire Protection District (collectively referred to as “Parties”).

RECITALS

**WHEREAS**, the U.S. Department of Homeland Security (“DHS”), Federal Emergency Management Agency (“FEMA”), and Grant Programs Directorate (“GPD”) have implemented a grant program, Assistance to Firefighters Grant (“AFG”), in order to provide assistance to fire departments and related organizations for critically needed resources to protect the public, train emergency personnel, foster interoperability, and support community resilience; and

**WHEREAS**, Hood River Fire & EMS is applying for a regional grant for the purpose of purchasing self-contained breathing apparatus and related equipment (collectively referred to as “SCBA” or “Grant Funded Equipment”); and

**WHEREAS**, the Hood River Fire & EMS, Parkdale Rural Fire Protection District, Wy’East Fire District, Cascade Locks Fire Department and West Side Rural Fire Protection District (each individually a “Partner Agency” and collectively referred to as “Partner Agencies”) each desire to participate in the regional AFG application as a Partner Agency and receive a portion of the AFG Grant Funded Equipment; and

**WHEREAS**, Hood River Fire & EMS has agreed to serve as a host agency for distribution of the Grant-Funded Equipment to the various Partner Agencies.

**NOW THEREFORE**, the Parties hereto agree as follows:

**A. HOOD RIVER FIRE & EMS RESPONSIBILITIES**

1. As the Host Agency and regional applicant for a regional project, Hood River Fire & EMS agrees that if it is awarded the 2018 AFG (“Grant”), it will be responsible for all aspects of the Grant. This includes, but is not limited to, collecting and paying cost share, accountability and inventory control of the grant funded equipment and all reporting requirements of the regional application.
2. Upon notification by the AFG Program Office, Hood River Fire & EMS, as the host agency, will not distribute Grant funded assets or provide Grant-funded contractual services to a non-compliant Partner Agency.

3. In its role as a host agency, Hood River Fire & EMS shall comply with all of the applicable terms, requirements and conditions in the Fiscal Year 2018 Notice of Funding Opportunity Announcement (NOFO), which is attached hereto as EXHIBIT A and incorporated herein by this reference.
4. Upon award of the Grant, Hood River Fire & EMS will purchase the Grant Funded Equipment. Hood River Fire & EMS will follow its established purchasing procedures, and will invite multiple SCBA vendors to participate in a demonstration and evaluation process with participation and input allowed by all Partner Agencies. The ultimate goal is through a democratic process Hood River Fire & EMS and the Partner Agencies will vote on a single SCBA vendor from which to purchase. In the event a single vendor cannot be agreed upon the final vendor or vendors will be selected at that time by Hood River Fire & EMS and at Hood River Fire & EMS's sole discretion.
5. After selecting the vendor and prior to ordering the Grant Funded Equipment, Hood River Fire & EMS will provide each Partner Agency with the estimated amount of the matching funds required from the Partner Agency.
6. Prior to ordering the Grant Funded Equipment, Hood River Fire & EMS will provide to each respective Partner Agency a confirmation form, which is attached hereto as Exhibit B and incorporated herein by this reference, confirming the type of requested Grant Funded Equipment, the requested amount of Grant Funded Equipment, the estimated cost for the Grant Funded Equipment, estimated required cost match for the Partner Agency, for purchasing the requested Grant Funded Equipment.
7. Hood River Fire & EMS will order and provide each Partner Agency with its requested amount of Grant Funded Equipment once Hood River Fire & EMS receives the Partner Agency's estimated matching funds.
8. Upon receipt of the final invoice from the vendor, Hood River Fire & EMS will determine each Partner Agency's actual matching funds and Hood River Fire & EMS and each Partner Agency shall reconcile any differences from the estimated matching funds paid prior to or at the time of delivery of the Grant Funded Equipment.

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## **B. PARTNER RESPONSIBILITIES**

Each Partner Agency that signs this MOU understands and agrees that as part of the 2018 Assistance to Firefighters Grant Program Regional SCBA Grant hosted by Hood River Fire & EMS, the Partner Agency shall be subject to and abide by the following terms and conditions:

1. Partner Agency shall comply with all of the applicable terms, requirements and conditions in the Fiscal Year 2018 Notice of Funding Opportunity Announcement.
2. Partner Agency shall be solely responsible to Hood River Fire & EMS and/or DHS, FEMA, and GPD for any fines, penalties, or other damages or costs imposed or incurred by reason of Partner Agency's failure to follow the terms, requirements and conditions of the Fiscal Year 2018 Notice of Funding Opportunity Announcement.
3. Partner Agency shall provide an approximately ten percent (10%) funding match for its share of the Grant Funded Equipment, at Hood River Fire & EMS's discretion. Partner Agency shall pay the estimated ten percent (10%) funding match to Hood River Fire & EMS prior to Hood River Fire & EMS ordering the Grant Funded Equipment. Any over payments or underpayments based on the final invoice from the vendor shall be reconciled between Hood River Fire & EMS and Partner Agency prior to or at the time of delivery of the Grant Funded Equipment to Partner Agency.
4. Partner Agency understands and agrees that it is entering into this MOU with the intent to receive certain Grant Funded Equipment; however, Partner will have one last opportunity to opt out only at the time the Grant is awarded.
5. Partner Agency may not request any of the equipment requested in this Grant in any other Assistance to Firefighters grant during Fiscal Year 2018.
6. Partner Agency understands and agrees that its exact cost match is not available at this time and will only be finalized if and when the Grant is awarded and once the equipment is received and final invoices issued.
7. Partner Agency understands and agrees that a more detailed agreement or memorandum of understanding may be prepared, if necessary, at the time of award spelling out additional terms or conditions required by DHS or FEMA.

8. Partner Agency understands that all equipment issued pursuant to a grant award for this application is under the direct control of the Host Agency for the period of performance as stated in the grant award documents and for the 3 year record retention period which follows the period of performance. Host Agency must be notified in writing prior to moving of the equipment from its assigned apparatus. Partner Agency may not sell, barter, trade or dispose of any equipment without the express written permission of the Host Agency, Hood River Fire & EMS.
9. Host Agency has the responsibility of composing and filing of all records as required by DHS/FEMA/AFG and as such will require data to be provided for that purpose from Partner Agency. All requests for data will be handled in a timely manner and shall not exceed three business days, so that filing deadlines can be met.

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C. GENERAL

1. The effective date of this MOU may be different for each Partner Agency. The effective date for each individual Partner Agency shall be the date this MOU is signed by that particular Partner Agency.
2. This MOU may be signed in counterparts, each of which shall be an original, with the same effect as if the signature thereto and hereto were upon the same instrument.
3. Distribution of Grant Funded Equipment is contingent upon Hood River Fire & EMS or the City of Hood River receiving the Grant award and the amount of any such award.
4. As participants of a regional AFG application, the Parties to this MOU must be compliant with AFG requirements, including being current with past grants, closeouts, and other reporting requirements.
5. This is solely an MOU to distribute Grant Funded Equipment. Hood River Fire & EMS and the City of Hood River assume no responsibility for the Grant Funded Equipment itself, its fitness or suitability for a particular purpose, its quality, operation, care, maintenance, or anything related to the performance of the Grant Funded Equipment.
6. Partner Agency acknowledges and agrees that any Grant Funded Equipment it receives through this Grant opportunity shall be in its "AS-IS" condition and Partner Agency waives any rights it may have against the Hood River Fire & EMS or the City of Hood River arising from or in any way related to this MOU or the receipt or non-receipt, condition, use, performance or non-performance of or in any other way related to the Grant Funded Equipment.
7. Partner Agency shall indemnify and hold harmless Hood River Fire & EMS and the City of Hood River, its commissions, departments, boards, officers, agents, employees or volunteers, from and against all actions, causes of actions, damages, costs, liabilities, claims, losses, judgments, penalties and expenses of every type and description, including without limitation any fees and/or costs reasonably incurred by City's staff attorneys or contract attorneys and any and all costs, fees and expenses incurred in enforcing this provision, arising out of or in connection with: (i) the receipt or non-receipt, condition, use, performance or non-performance of the Grant Funded Equipment received by the Partner Agency, or in the case of non-receipt, to be received by the Partner Agency; (ii) any injury to or death of any person or damage to or destruction of any property involving in any way, shape, or manner, the Grant Funded Equipment received by the Partner Agency whether to the person or

property of Partner Agency or any third persons, relating in any manner to any use of the Grant Funded Equipment received by the Partner Agency; or (iii) any failure by Partner Agency to faithfully observe or perform any of the terms, covenants or conditions of this MOU (hereafter collectively referred to as "liabilities") whether or not such liabilities are litigated, settled or reduced to judgment. In the event that a final decision or judgment allocates liability by determining that any portion of damages awarded is attributable to Hood River Fire & EMS or the City of Hood River's gross negligence or willful misconduct, the City of Hood River shall pay the portion of damages which is allocated to Hood River Fire & EMS or City's gross negligence or willful misconduct, provided that Hood River Fire & EMS and the City of Hood River shall not be liable for any ordinary or passive negligence of Hood River Fire & EMS, the City of Hood River or any other of its officers, officials, agents, employees and volunteers.

8. Partner Agency shall defend with counsel approved by the City of Hood River (which approval shall not be unreasonably withheld), at Partner Agency's sole cost and expense, any action, claim, suit, cause of action or portion thereof which actually or potentially falls within the above indemnity provision, even if such action, claim, suit, cause of action or portion thereof is or may be groundless, fraudulent or false. Partner Agency's obligation to defend hereunder shall arise at the time such claim is tendered to Partner Agency by Hood River Fire & EMS or the City of Hood River and shall continue at all times thereafter.
  
9. This MOU, including all Exhibits attached hereto, represents the entire understanding of the Parties as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder.

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APPENDIX B

**Estimated Mathematical Computations For Cost Share for All Participating Agencies  
(This cannot be computed exactly until the amount of the grant award and maximum allowable costs are verified through bidding process.)**

Project Cost \$ \_\_\_\_\_ / 1.10 = Federal Share \$ \_\_\_\_\_  
Project Cost \$ \_\_\_\_\_ Minus Federal Share \$ \_\_\_\_\_ = Total Cost Match \$ \_\_\_\_\_

**Hood River Fire & EMS** - # SCBA packs = \_\_\_\_\_ # SCBA Facemasks = \_\_\_\_\_  
SCBA Price \$ \_\_\_\_\_ X # SCBA \_\_\_\_\_ = Total equipment cost = \$ \_\_\_\_\_  
Total Equipment Cost \$ \_\_\_\_\_ / 1.10 = Federal Share \$ \_\_\_\_\_  
Total Equipment Cost minus Federal Share = Cost Match \$ \_\_\_\_\_

**Wy East Fire District** - # SCBA packs = \_\_\_\_\_ # SCBA Facemasks = \_\_\_\_\_  
SCBA Price \$ \_\_\_\_\_ X # SCBA \_\_\_\_\_ = Total equipment cost = \$ \_\_\_\_\_  
Total Equipment Cost \$ \_\_\_\_\_ / 1.10 = Federal Share \$ \_\_\_\_\_  
Total Equipment Cost minus Federal Share = Cost Match \$ \_\_\_\_\_

**Cascade Locks Fire & EMS** - # SCBA packs = \_\_\_\_\_ # SCBA Facemasks = \_\_\_\_\_  
SCBA Price \$ \_\_\_\_\_ X # SCBA \_\_\_\_\_ = Total equipment cost = \$ \_\_\_\_\_  
Total Equipment Cost \$ \_\_\_\_\_ / 1.10 = Federal Share \$ \_\_\_\_\_  
Total Equipment Cost minus Federal Share = Cost Match \$ \_\_\_\_\_

**West Side Rural Fire Dept.** - # SCBA packs = \_\_\_\_\_ # SCBA Facemasks = \_\_\_\_\_  
SCBA Price \$ \_\_\_\_\_ X # SCBA \_\_\_\_\_ = Total equipment cost = \$ \_\_\_\_\_  
Total Equipment Cost \$ \_\_\_\_\_ / 1.10 = Federal Share \$ \_\_\_\_\_  
Total Equipment Cost minus Federal Share = Cost Match \$ \_\_\_\_\_

**Parkdale Fire District** - # SCBA packs = \_\_\_\_\_ # SCBA Facemasks = \_\_\_\_\_  
SCBA Price \$ \_\_\_\_\_ X # SCBA \_\_\_\_\_ = Total equipment cost = \$ \_\_\_\_\_  
Total Equipment Cost \$ \_\_\_\_\_ / 1.10 = Federal Share \$ \_\_\_\_\_  
Total Equipment Cost minus Federal Share = Cost Match \$ \_\_\_\_\_

**WITNESS THE EXECUTION HEREOF** on the day and year written below.

**“HOOD RIVER FIRE & EMS”, EIN 93-6002186**

**City of Hood River, a municipal corporation,  
By and through its Fire Department**

\_\_\_\_\_  
Leonard Damian  
Fire Chief

**Date:** \_\_\_\_\_

**Wy ‘East Fire District, EIN 93-0625385**

\_\_\_\_\_  
Greg Borton  
Fire Chief

**Date:** \_\_\_\_\_

**Parkdale Fire District, EIN 93-0702604**

\_\_\_\_\_  
Mike McCafferty  
Fire Chief

**Date:** \_\_\_\_\_

**Cascade Locks Fire & EMS, EIN 93-6002134**

\_\_\_\_\_  
Jessica Bennett  
Fire Chief

**Date:** \_\_\_\_\_

**West Side Rural Fire Dept., EIN 93-6095574**

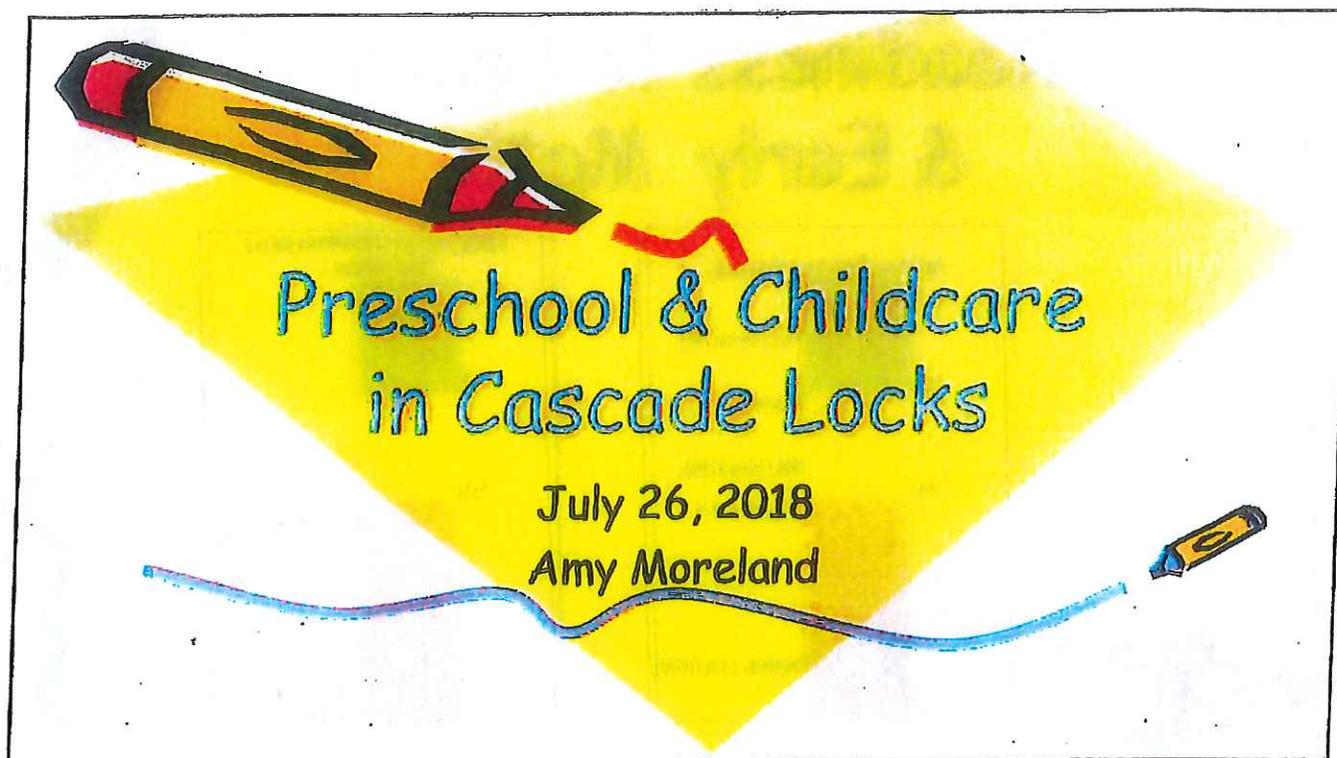
\_\_\_\_\_  
Jim Trammell  
Chief Administrative Officer

**Date:** \_\_\_\_\_

# PARTNER AGENCIES



7b

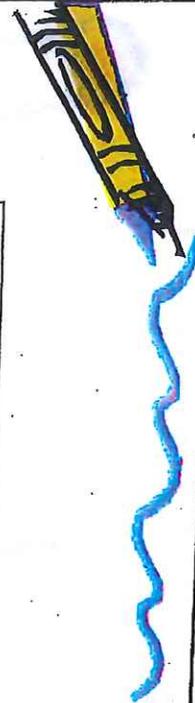
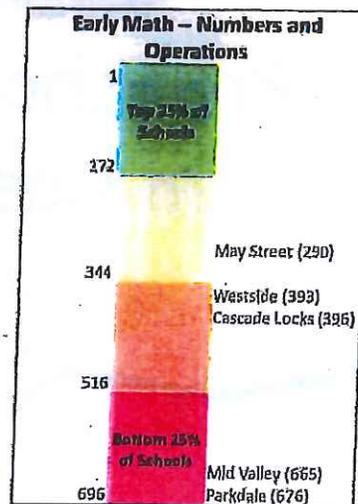
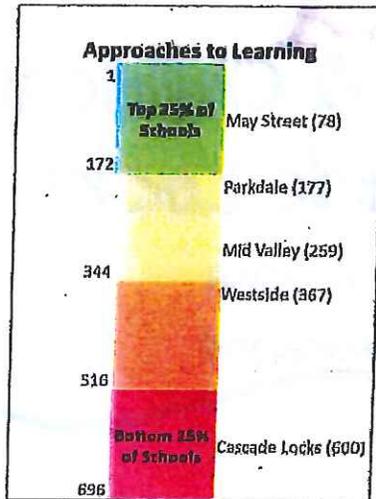


## Why do we need preschool?

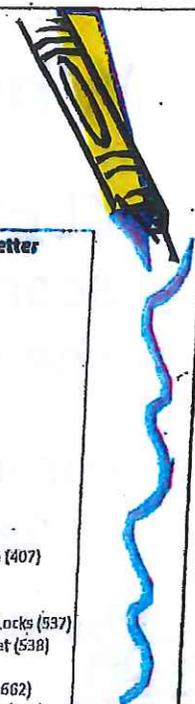
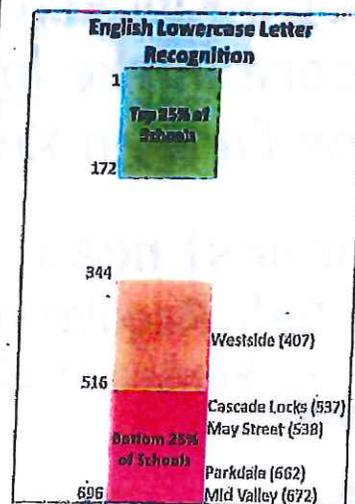
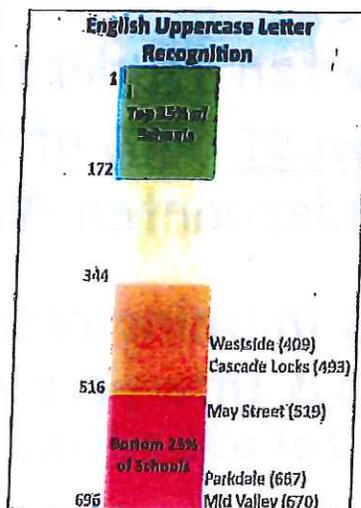
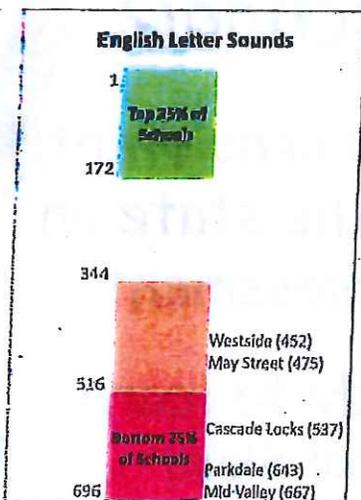
- CLES Kindergarten students consistently score in the lowest 50% of the state on the Oregon Kindergarten Assessment.
- Highest need is in being ready to learn.
  - Self Regulation & Interpersonal Skills
    - Ranked at 600 of 696 schools



# Readiness to Learn & Early Math



# Early Literacy



# What do the children learn in preschool?



# Costs of running the Eaglets Preschool

## 2017-18 School Year

- \$34,000
  - Includes \$13,500 for PERS and health insurance

*Does not include indirect costs such as building use, nutrition services, front office support, and in building administrative support*

## 2018-19 School Year

- Anticipate about \$8,000-\$10,000 in tuition
- Leaves \$26,000 gap in funding



# Linking Preschool and Childcare at CLES

- Preschool is cost prohibitive for most of our families
  - 3.25 hours/day is not long enough for a typical shift at a job
- Full day childcare can fill that gap
- Providing childcare in the same building as the preschool makes it easy to transition between the two
  - State assistance for childcare is available to children on OHP

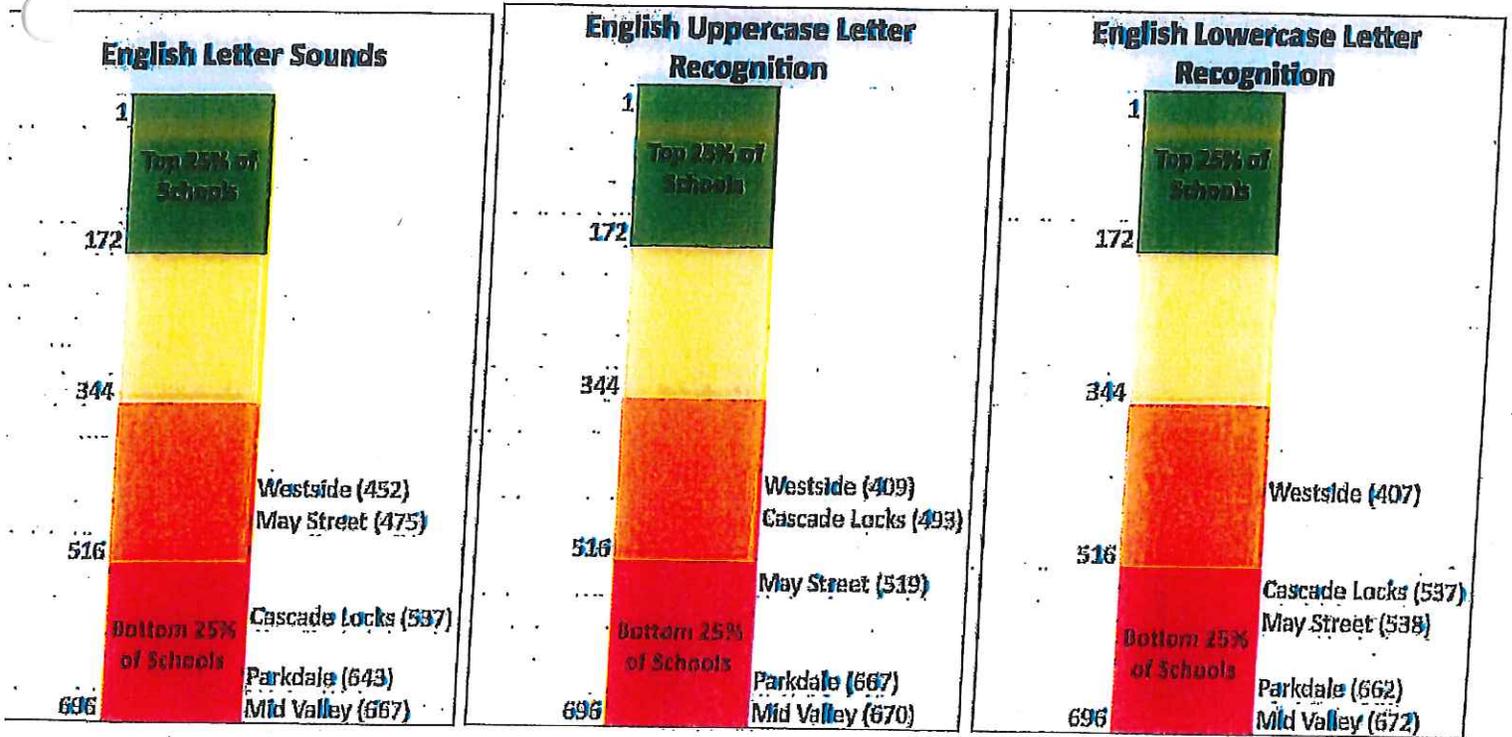
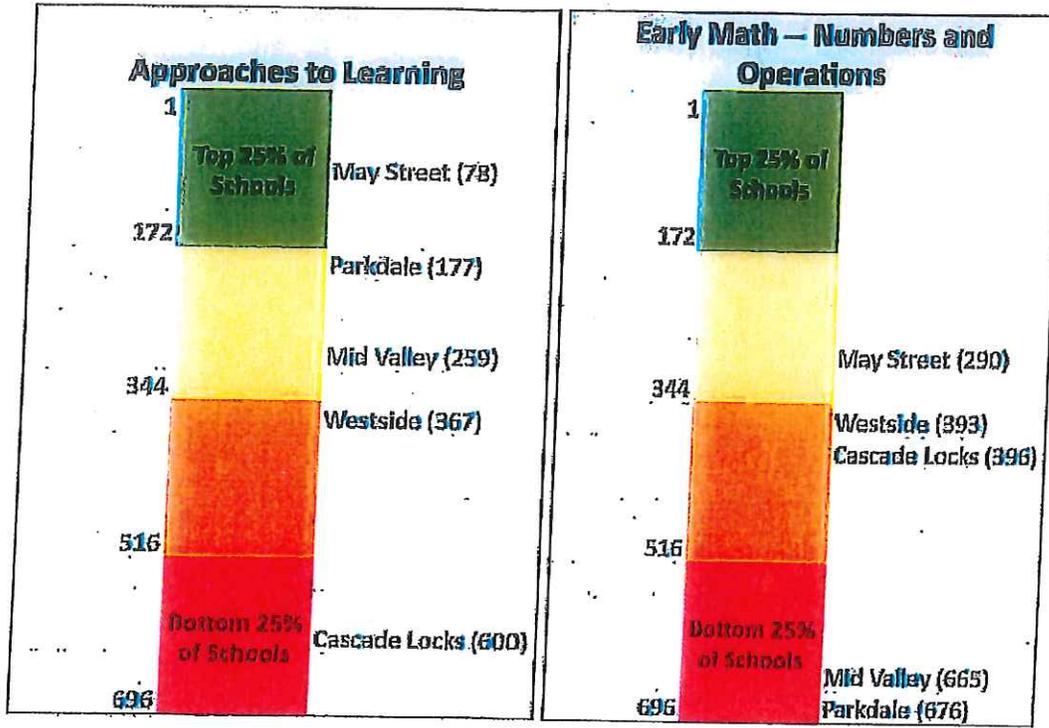


# What does this have to do with the Port & City of Cascade Locks?

- Economic development investment
- Working families need access to consistent and licensed child care
- Local, high quality childcare and preschool are at the top of the list when young working families look for housing.
- Our community needs programs like these to thrive.
- We need local support for these programs to be successful



# CLES and HRCSD Oregon Kindergarten Assessment Results



No.	Title	Author	Date
1	The History of the United States	John Adams	1789
2	The Declaration of Independence	Thomas Jefferson	1776
3	The Constitution of the United States	James Madison	1787
4	The Federalist Papers	Alexander Hamilton	1787-1788
5	The Bill of Rights	James Madison	1791
6	The Emancipation Proclamation	Abraham Lincoln	1862
7	The Gettysburg Address	Abraham Lincoln	1863