

CITY of CASCADE LOCKS

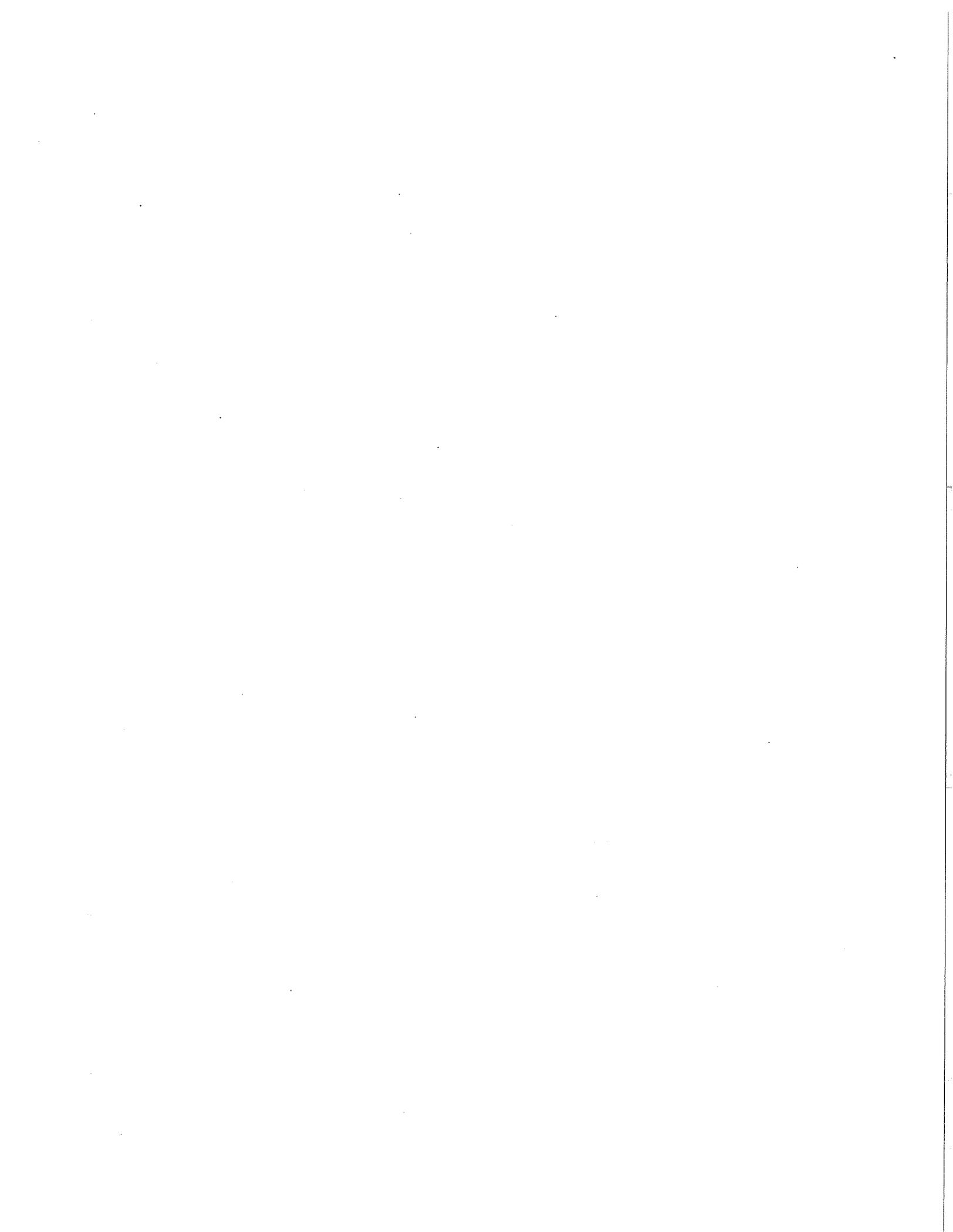
AGENDA

CITY COUNCIL MEETING, Monday, May 13, 2013, 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 Minutes of April 22, 2013 Council Meeting.**
 - b. **Ratification of the Bills in the Amount of \$ 149,494.73.**
 - c. **Approve Resolution No. 1264 for CIS Grant Revenue and Expenditures.**
4. **Public Hearings.** None.
5. **Action Items:**
 - a. **Appointment to City Council/Committees.**
 - b. **Second Reading and Adoption of Ordinance No. 424 Amending the Community Development Code as Adopted by Ordinance No. 350, by Amending Article IV, Chapter 8-6.140, Planned Development.**
 - c. **Approve Resolution No. 1265 for Three City Initiative.**
 - d. **Approve Resolution No. 1266 Establishing a Policy of Furnishing Fire Protection to Residences and Businesses Outside the Corporate City Limits of Cascade Locks, Oregon; and Repealing Resolution No. 1024.**
 - e. **Approve Resolution No. 1268 Establishing Rates for Fire, Ambulance and Emergency and Non-Emergency Medical Services; and Repealing Resolution No. 1237.**
 - f. **Approve Resolution No. 1267 Ending Fire Suppression Increase Effective July 1, 2013.**
 - g. **Approve Expenditure for Electric Department Radio Upgrade.**
 - h. **Approval of Law Enforcement Services Agreement with Hood River County.**
 - i. **Cancel or Reschedule May 27, 2013 Council Meeting.**
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. **Anderson/Perry – Brad Baird.**
 - c. **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. Council President Fitzpatrick called the meeting to order at 7:00 PM. CM's Groves, Randall, Walker, Helfrich, and Fitzpatrick were present. Mayor Cramblett was excused. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, Finance Officer Marianne Bump, Station Captain Jesse Metheny, Don Haight, Dave Palais, and Camera Operator Betty Rush.

2. Additions or amendments to the Agenda. CM Helfrich said he would like to table agenda item 5. g. to the next meeting when Mayor Cramblett would be present. CM Walker said he didn't have any issue with waiting for the Mayor to be present. CM Groves said this would put it even further behind. CM Randall stated that this item has already been discussed. CM Groves said the agenda item is just agreeing to send out the proposal to forensic auditors. CM Walker said his only concern would be whether the proposal contained the information that the Mayor wanted. City Administrator Zimmerman stated that the Finance and Operations Subcommittee recommended this proposal and is now being forwarded to Council. CM Helfrich said he just would like Mayor Cramblett to be present for any discussion. CP Fitzpatrick said Mayor Cramblett sets the agenda so presumed that this agenda item has his endorsement. The majority of the Council decided to leave agenda item 5.g. on this agenda.

3. Adoption of Consent Agenda.

- a. **Approval of Minutes of April 8, 2013 Council Meeting.**
- b. **Ratification of the Bills in the Amount of \$ 85,302.51.**

Motion: CM Helfrich moved, seconded by CM Groves, to adopt the Consent Agenda. The motion was approved unanimously by CM's Groves, Randall, Walker, Helfrich, and CP Fitzpatrick.

4. Public Hearings-CDC Amendments to Article IV, Chapter 8-6.140, Planned Development. CP Fitzpatrick opened the public hearing at 7:12 PM. City Administrator Zimmerman presented the staff report. CM Walker elaborated on the Planning Commission decision to amend the Community Development Code. There was no public testimony. CP Fitzpatrick closed the hearing at 7:17 PM.

5. Action Items:

a. **Appointment to City Council/Committees.** City Administrator Zimmerman said the Planning Commission recommended Planning Commissioner Busdieker to be on the Architectural Review Committee. **Motion:** CM Walker moved, seconded by CM Helfrich, to appoint Planning Commissioner Busdieker to the Architectural Review Committee. The motion was passed unanimously by CM's Groves, Randall, Walker, Helfrich, and CP Fitzpatrick.

b. **First Reading of Ordinance No. 424 Amending the Community Development Code as Adopted by Ordinance No. 350, by Amending Article IV, Chapter 8-6.140, Planned Development.** City Administrator Zimmerman explained that this is just now coming before Council due to staff changes in 2010. **Motion:** CM Helfrich moved, seconded by CM Walker, to have the first reading of Ordinance No. 424. City Administrator Zimmerman read Ordinance No. 424 by title only.

c. **Approve Resolution No. 1261 Declaring numerous items of City Parks and Recreation Program Property as Surplus; and Authorizing Transfer of Such Property.** City Administrator Zimmerman stated that Donna Mohr has confirmed that any of the equipment on the list would be returned to an organization in Cascade Locks if not needed in the future. He said the material could be rented out for minimal or no cost and would depend on the policy of the Community Education Program. He said Donna Mohr has assured that she will have control of the equipment. **Motion:** CM Helfrich moved, seconded by CM Groves, to approve Resolution No. 1261. The motion was passed unanimously by CM's Groves, Randall, Walker, Helfrich, and CP Fitzpatrick. City Administrator Zimmerman read the title of the resolution.

d. **Approve Resolution No. 1262 Declaring a 1998 Bucket Truck as Surplus.** City Administrator Zimmerman said the City has purchased a new bucket truck and has an interested buyer for the old bucket truck. **Motion:** CM Walker moved, seconded by CM Helfrich, to approve Resolution No. 1262 declaring the City's 1998 bucket truck as surplus. CM Groves asked what the truck was worth. City Administrator Zimmerman said the City did not have the truck appraised but negotiated a price of \$18,000. The motion was passed unanimously by CM's Groves, Randall, Walker, Helfrich, and CP Fitzpatrick.

e. **Approve 2013 Mutual Aid Fire Defense Intergovernmental Agreement.** City Administrator Zimmerman said this is an expansion of the Mutual Aide Agreement to include Washington. **Motion:** CM Randall moved, seconded by CM Groves, to approve the 2013 Mutual Aid Fire Defense Intergovernmental Agreement. The motion was passed unanimously by CM's Groves, Randall, Walker, Helfrich, and CP Fitzpatrick.

f. **Approve Resolution No. 1263 Authorizing a Budget Amendment for the Acceptance of the Safety Grant Balance in the Amount of \$4,449 and to Transfer the Grant Match of \$1,750 from EMS Capital Reserve to Grant Fund for Fiscal Year 2012-2013 Making Appropriations and Authorizing Expenditures.** City Administrator Zimmerman said there was a FEMA Grant for turnouts and bunker gear. He said Station Captain Metheny has worked out problems with FEMA to access a little more money to complete the FEMA Grant as required. He said that would require a budget amendment to add the additional match money and to receipt the revenue. He said this action will complete this grant and should be closed out by the end of the fiscal year. **Motion:** CM Randall moved, seconded by CM Groves, to approve Resolution No. 1263. The motion was passed unanimously by CM's Groves, Randall, Walker, Helfrich, and CP Fitzpatrick. CM Groves said this would be the final piece of this grant. City Administrator Zimmerman said Station Captain Metheny should be complimented on his work to get this to this point.

g. **Approval of Request for Proposal for Forensic Accountant to Review Processes and Procedures and Management of General Funds.** **Motion:** CM Groves moved, seconded by CM Randall, to approve the RFP for a forensic accountant.

CM Helfrich asked how much money had been allocated for this. City Administrator Zimmerman stated that this budget has \$5,300. He said there is an attempt to limit the scope of work to review the policies and examine how things are done. He said until we receive responses to the proposal we don't know what the cost will be. He said there will probably be a wide range. CM Helfrich said he didn't see anything in the RFP to keep a vendor from "sucking the funds from the taxpayers". City Administrator Zimmerman explained that Council can limit the amount to be spent after receiving the responses to the proposal.

CM Helfrich said Councilors have talked about cutting staff positions and reducing hours at City Hall. He said a citizen raised the issue of a time study at a recent Administration Finance and Operations Committee meeting. He said his point the whole time has been that this money should be used for a time and wage study. He said the Council will not have the information to make an educated decision on staffing if that money is used for something else. He said the broader question to answer is that this money used for a forensic accountant isn't helping the Electric Department, water, or roads. He said we need to bring jobs here to help the community and not this study. He said a work place and motion study is needed at City Hall to determine staffing levels. He said he has the feeling that this issue has already been discussed and the decision already made. He said this is a travesty to the public and the public dollar. CM Helfrich asked this agenda item to be set aside.

CP Fitzpatrick asked for the vote. The motion was passed with CM's Groves, Randall, Walker, and CP Fitzpatrick voting in favor. CM Helfrich opposed the motion.

h. **Approval of Payment of Invoices from BKI in the Amount of \$ 11,608.10.** City Administrator said the City received a series of invoices from BKI that was for work done over the last several months. He said a citizen raised a question regarding the \$3,851.50 for the communication tower expense. He explained this was a request from then Interim City Administrator Koch to determine if the tower was strong enough to hang a repeater on that would have been used for the Electric Department. He said this is a viable Electric Department expenditure.

City Administrator Zimmerman explained that another portion of the over expenditure is the Cost of Service Analysis with the recommendation to increase the electric rates and BKI wrote the resolutions for the ballot which was within a week of the deadline for the measure. He said this was thought to be a part of the COSA but has since been determined that it isn't. City Administrator Zimmerman said the City has the resolutions so when those are needed we will only have to change dates.

City Administrator Zimmerman explained that the line item is over budgeted but not over in category so funds can be shifted from other line items.

Motion: CM Helfrich moved, seconded by CM Randall, to approve BKI invoices for payment.

CM Walker said \$3,851.50 seems very expensive for a calculation. City Administrator Zimmerman said he could ask BKI for an explanation but would probably be invoiced for that. Station Captain Metheny said he thought part of the reason for the work was because no one knew how the foundation was built. CM Walker said x-raying for rebar in concrete is not that difficult. He said he is curious as to what that cost includes. City Administrator Zimmerman said he couldn't answer because he didn't know. He said Electric Superintendent Hupp said this wasn't his project so he couldn't answer the question either.

CM Helfrich amended his motion to include a request for an explanation of the charges of \$3,851.50. CM Randall agreed to the amendment. The motion failed with CM's Groves, Randall, Walker, and CP Fitzpatrick voting against the motion. CM Helfrich voted in favor of the motion.

Motion: CM Walker moved, seconded by CM Groves, to approve payment of the BKI invoices in the amount of \$11,608.10 minus \$3,851.50 that was used for the cell tower study until receiving an itemized list for that invoice.

CM Helfrich asked about charges for delaying payment. City Administrator Zimmerman said he thought BKI would work with the City.

The motion was passed unanimously by CM's Groves, Randall, Walker, Helfrich, and CP Fitzpatrick.

6. Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community. Mr. Palais stated that Nestlé appreciates the support of the Cascade Locks over the last five years. He said the City and residents have made Nestlé feel welcome. He said Nestlé would be hosting a Cascade Locks Community Celebration BBQ on Saturday, May 18th, from 4:00-6:00 PM in the pavilion. He said this free event is to thank the community for learning more about Nestlé, learning what the potential would look like, asking questions, doing your due diligence, and remaining open minded about the project. He said invitations would be mailed to all residents of Cascade Locks and encouraged everyone to R.S.V.P.

CP Fitzpatrick asked if the report from Bruce Sorte would be available at the BBQ. Mr. Palais said he thought the report was close to being released.

7. Reports and Presentations.

a. City Committees.

b. Anderson/Perry – Brad Baird.

c. Quarterly Financial Report. CM Walker asked about the \$1,607.86 over expenditure in General Fund Administration Personnel Services. FO Bump explained this amount is for museum personnel that were not budgeted for.

d. City Administrator Zimmerman Report. City Administrator Zimmerman gave his report. He thanked Virginia Fitzpatrick and Gyda Haight for collecting donations for flowers on WaNaPa Street. He said the Business Association is the more appropriate funding agency for this. City Administrator Zimmerman reported on the status of various projects. He asked for Council approval on a list of ADA/Safety Projects for a CIS grant, the hiring of the seasonal public works employee, and to begin the process for hiring of the journey/lineman. There was consensus of Council for all three requests.

8. Mayor and City Council Comments. CM Walker said the EMS Finance and Operations Committee meeting was a good meeting. He said Station Captain Metheny had a lot of detailed reports and he came out of the meeting feeling that he learned something from it.

CM Helfrich reflected on what happened in Boston. He said with the help of first responders, law enforcement, medics, fire personnel, and federal agencies the situation was solved quickly. He said this can happen at any time, anywhere and we should be prepared.

CM Randall said he thought the EMS Finance and Operations Committee meeting was a good meeting. He asked what the difference in a Captain and a Chief was. City Administrator Zimmerman stated that a Chief requires more administration and executive training. CM Randall thanked Station Captain Metheny for his work.

CM Groves thanked everyone that attended the Angela Coe Walk/Run. She said the event went well.

CP Fitzpatrick thanked Virginia and Gyda and all the businesses and individuals for their donations of flowers. He asked Station Captain Metheny if he needed help with the breakfast at the Fire Hall. Station Captain Metheny said they could use all the help they could get. CP Fitzpatrick thanked Station Captain Metheny for the work he is doing.

9. Other matters. None.

10. Executive Session as may be required. None.

11. Adjournment. Motion: CM Helfrich moved, seconded by CM Groves, to adjourn. The motion was passed unanimously by CM's Groves, Randall, Walker, Helfrich, and CP Fitzpatrick. The meeting was adjourned at 8:25 PM.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

Bruce Fitzpatrick, Council President

BLANKET VOUCHER APPROVAL

PAGE NO.

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DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

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DATE:	DESCRIPTION:	AMOUNT:
4/30/2013	End of Month AP	\$ 103,158.26
5/3/2013	Gross Payroll	\$ 46,336.47

GRAND TOTAL \$ 149,494.73

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APPROVAL:

Mayor

Report Criteria:
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
3506	04/13	04/30/2013	20	16639	ADDYLAB	Water Sample Testing	2140562150	135.00
Total 3506:								
3507	04/13	04/30/2013	6820	52034	Anderson Perry & Associates Inc.	Wastewater Facilities Plan	3140562152	3,000.00
Total 3507:								
3508	04/13	04/30/2013	310	480-1040	Belo Management Services Inc.	195 Subs	4140562740	107.25
Total 3508:								
3509	04/13	04/30/2013	330	1047754	BENNETT PAPER & SUPPLY CO	Garbage Bags, Towels, Toilet Paper	0140462540	183.06
Total 3509:								
3510	04/13	04/30/2013	460	4745	BROWN & KYSSAR, INC	Cost of Service Analysis	5140562190	3,302.40
3510	04/13	04/30/2013	460	4749	BROWN & KYSSAR, INC	Cost of Service Analysis	5140562190	2,657.30
3510	04/13	04/30/2013	460	4787	BROWN & KYSSAR, INC	General Consulting/COSA	5140562190	5,648.40
Total 3510:								
3511	04/13	04/30/2013	610	589036	CASCADE COLUMBIA DISTRIBUTION	Chlorine	2140562650	370.00
Total 3511:								
3512	04/13	04/30/2013	670	CL-336	CASCADE LOCKS LIGHT CO.	300167212rev	5140562138	150.00
3512	04/13	04/30/2013	670	CL-343	CASCADE LOCKS LIGHT CO.	600138402rev	5140562138	150.00
3512	04/13	04/30/2013	670	CL-344	CASCADE LOCKS LIGHT CO.	100042303kne	5140562138	150.00
Total 3512:								
3513	04/13	04/30/2013	790	313401451 4	CENTURYLINK	WWTP	3140562050	114.83
3513	04/13	04/30/2013	790	313470082 4	CENTURYLINK	City Hall Phones	0140162050	113.99
3513	04/13	04/30/2013	790	313470082 4	CENTURYLINK	Fire Department Phones	0540562050	134.95
3513	04/13	04/30/2013	790	313470082 4	CENTURYLINK	Sewer	2140562050	230.19
3513	04/13	04/30/2013	790	313470082 4	CENTURYLINK	City Hall Phones	2142162050	152.34

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
3513	04/13	04/30/2013	790	313470082 4	CENTURYLINK	Lift Station	3140562050	36.04
3513	04/13	04/30/2013	790	313470082 4	CENTURYLINK	City Hall Phones	3142162050	83.73
3513	04/13	04/30/2013	790	313470082 4	CENTURYLINK	City Hall Phones	4142162050	61.04
3513	04/13	04/30/2013	790	313470082 4	CENTURYLINK	Emergency After Hours	5140562050	38.98
3513	04/13	04/30/2013	790	313470082 4	CENTURYLINK	Emergency After Hours	5140662050	25.99
3513	04/13	04/30/2013	790	313470082 4	CENTURYLINK	City Hall Phones	5142162050	129.11
Total 3513:								1,121.19
3514	04/13	04/30/2013	800	320153997 4	CENTURYLINK COMMUNICATIONS, IN	Business Anytime	2140562050	7.81
Total 3514:								7.81
3515	04/13	04/30/2013	1000	A13019	Coburn Electric	Trouble Shoot Well Circuit	2140562110	171.00
Total 3515:								171.00
3516	04/13	04/30/2013	1040	35009	COLUMBIA GORGE FIRE EQUIPMENT	Fire Extinguisher Service	0540562440	186.50
Total 3516:								186.50
3517	04/13	04/30/2013	1360	129588	DAVID R. CUNNINGHAM	City Network	0140162082	229.00
3517	04/13	04/30/2013	1360	129588	DAVID R. CUNNINGHAM	City Network	0340562082	57.00
3517	04/13	04/30/2013	1360	129588	DAVID R. CUNNINGHAM	City Network	0540562082	48.00
3517	04/13	04/30/2013	1360	129588	DAVID R. CUNNINGHAM	City Network	2140562082	410.00
3517	04/13	04/30/2013	1360	129588	DAVID R. CUNNINGHAM	City Network	3140562082	363.00
3517	04/13	04/30/2013	1360	129588	DAVID R. CUNNINGHAM	City Network	4140562082	105.00
3517	04/13	04/30/2013	1360	129588	DAVID R. CUNNINGHAM	City Network	4140662082	57.00
3517	04/13	04/30/2013	1360	129588	DAVID R. CUNNINGHAM	Security Camera work	5140562082	716.00
3517	04/13	04/30/2013	1360	129588	DAVID R. CUNNINGHAM	City Network	5140662082	180.00
3517	04/13	04/30/2013	1360	129588	DAVID R. CUNNINGHAM	FD Network Maint.	0540562082	115.00
Total 3517:								45.00
Total 3518:								2,325.00
3518	04/13	04/30/2013	1480	WQ14WSC-0	DEPT. OF ENVIRONMENTAL QUALITY	Program Support Fee	3140562860	96.00
Total 3518:								96.00
3519	04/13	04/30/2013	1930	1093-1015	FISHER COMMUNICATIONS INC	195 Subs	4140562740	136.50

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 3519:								
3520	04/13	04/30/2013	2020	1203616	GENERAL PACIFIC INC.	Electrical Connectors	5140563922	879.88
3520	04/13	04/30/2013	2020	1203617	GENERAL PACIFIC INC.	Coupler	5140563700	48.00
3520	04/13	04/30/2013	2020	1203640	GENERAL PACIFIC INC.	PVC	5140563921	1,820.00
Total 3520:								
3521	04/13	04/30/2013	2420	4/30 DOG LI	HOOD RIVER CO. - FINANCE	Dog License	0121011	18.00
3521	04/13	04/30/2013	2420	4/30 DOG LI	HOOD RIVER CO. - FINANCE	Dog License	0130143280	1.00-
Total 3521:								
3522	04/13	04/30/2013	3160	042913CR	MARIANNE BUMP/PETTY CASH	Reimburse Petty Cash	0140462540	8.68
Total 3522:								
3523	04/13	04/30/2013	4910	100724102D	Michale & Robert Brock	Refund Deposit	5121130	187.67
Total 3523:								
3524	04/13	04/30/2013	4030	032213	OHA State of Oregon	drinking water program water system sur	2140562030	675.00
3524	04/13	04/30/2013	4030	040113	OHA State of Oregon	Ambulance Service Renewal	0540562351	75.00
3524	04/13	04/30/2013	4030	040113	OHA State of Oregon	Ambulance Vehicle Renewal	0540562351	45.00
Total 3524:								
3525	04/13	04/30/2013	4040	020148656	OLDCASTLE PRECAST INC.	Compression Links	5140562870	795.00
Total 3525:								
3526	04/13	04/30/2013	4090	56458	OPERATIONS MANAGEMENT INTERN	May Services	3140562700	35.00
Total 3526:								
3527	04/13	04/30/2013	3970	14132	OREGON ASSOCIATION OF	End of Year Conference	2140562020	7,106.25
Total 3527:								
								275.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
3528	04/13	04/30/2013	4910	400261907D	Paul Michael Swift	Refund Deposit	5121130	181.31
Total 3528: 181.31								
3529	04/13	04/30/2013	6780	16458421	Ricoh Americas Corporation	Lease	0140162110	64.62
3529	04/13	04/30/2013	6780	16458421	Ricoh Americas Corporation	Lease	0542162110	3.81
3529	04/13	04/30/2013	6780	16458421	Ricoh Americas Corporation	Lease	2142162110	15.18
3529	04/13	04/30/2013	6780	16458421	Ricoh Americas Corporation	Lease	3142162110	17.74
3529	04/13	04/30/2013	6780	16458421	Ricoh Americas Corporation	Lease	4142162110	2.04
3529	04/13	04/30/2013	6780	16458421	Ricoh Americas Corporation	Lease	5142162121	133.41
Total 3529: 236.80								
3530	04/13	04/30/2013	5040	181	ROCKRANCH ENTERPRISES	Contract PW Super	0140262080	3.40
3530	04/13	04/30/2013	5040	181	ROCKRANCH ENTERPRISES	Contract PW Super	0140462080	44.20
3530	04/13	04/30/2013	5040	181	ROCKRANCH ENTERPRISES	Contract PW Super	0340562080	78.20
3530	04/13	04/30/2013	5040	181	ROCKRANCH ENTERPRISES	Contract PW Super	2140562080	125.80
3530	04/13	04/30/2013	5040	181	ROCKRANCH ENTERPRISES	Contract PW Super	3140562080	88.40
Total 3530: 340.00								
3531	04/13	04/30/2013	4910	100086206D	Sharon Dee Mohr	Refund Deposit	5121130	80.73
Total 3531: 80.73								
3532	04/13	04/30/2013	5510	8025377953	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140162010	52.32
3532	04/13	04/30/2013	5510	8025377953	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140262010	6.61
3532	04/13	04/30/2013	5510	8025377953	STAPLES CONTRACT & COMMERCIA	Paper Towels	0140462540	38.58
3532	04/13	04/30/2013	5510	8025377953	STAPLES CONTRACT & COMMERCIA	Office Supplies	0540562010	28.50
3532	04/13	04/30/2013	5510	8025377953	STAPLES CONTRACT & COMMERCIA	Office Supplies	2142162010	19.09
3532	04/13	04/30/2013	5510	8025377953	STAPLES CONTRACT & COMMERCIA	Office Supplies	3142162010	17.07
3532	04/13	04/30/2013	5510	8025377953	STAPLES CONTRACT & COMMERCIA	Office Supplies	4142162010	5.69
3532	04/13	04/30/2013	5510	8025377953	STAPLES CONTRACT & COMMERCIA	Office Supplies	5142162010	82.81
Total 3532: 250.67								
3533	04/13	04/30/2013	6884	041813	T. Dwarf	Buy back cemetery plot K-02-00	1740562870	63.00
Total 3533: 63.00								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
3534	04/13	04/30/2013	6836	59312	Tech Products, Inc.	Sign	5140562870	732.30
Total 3534:								
3535	04/13	04/30/2013	6835	1061252	Tire Factory	D&M Outside and Spare 5 Ton	0340562441	30.00
Total 3535:								
3536	04/13	04/30/2013	5960	967449	TRAFFIC SAFETY SUPPLY CO.	No Dumping sign	0340563139	28.98
Total 3536:								
3537	04/13	04/30/2013	6070	250067	TWGW, INC NAPA AUTO PARTS	Air Brake Hose, Swivels	5140562201	23.29
3537	04/13	04/30/2013	6070	843323	TWGW, INC NAPA AUTO PARTS	trailer jack	5140562201	25.58
3537	04/13	04/30/2013	6070	843323	TWGW, INC NAPA AUTO PARTS	trailer jack	5140662201	25.57
3537	04/13	04/30/2013	6070	844142	TWGW, INC NAPA AUTO PARTS	flares	0540562350	143.28
3537	04/13	04/30/2013	6070	844142	TWGW, INC NAPA AUTO PARTS	wshr fluid, oil, mallet, brush	0540562441	87.86
3537	04/13	04/30/2013	6070	844573	TWGW, INC NAPA AUTO PARTS	trans oil	0540562441	13.69
3537	04/13	04/30/2013	6070	845202	TWGW, INC NAPA AUTO PARTS	Fuel, oil, air filter	0140462520	20.65
3537	04/13	04/30/2013	6070	845310	TWGW, INC NAPA AUTO PARTS	Air filters, lube	3140562560	16.52
3537	04/13	04/30/2013	6070	845633	TWGW, INC NAPA AUTO PARTS	Gas Cap	5140562201	11.68
3537	04/13	04/30/2013	6070	845890	TWGW, INC NAPA AUTO PARTS	Fuel line	0140462520	2.16
3537	04/13	04/30/2013	6070	845915	TWGW, INC NAPA AUTO PARTS	Fuel Filters	0140462520	8.90
3537	04/13	04/30/2013	6070	846978	TWGW, INC NAPA AUTO PARTS	wrenches	0340562560	108.50
3537	04/13	04/30/2013	6070	848998	TWGW, INC NAPA AUTO PARTS	Battery	5140562201	75.76
3537	04/13	04/30/2013	6070	848998	TWGW, INC NAPA AUTO PARTS	Battery	5140662201	75.75
Total 3537:								
3538	04/13	04/30/2013	6110	4/13 UBS	U.S. POSTAL SERVICE	UB Postage	0542162055	3.00
3538	04/13	04/30/2013	6110	4/13 UBS	U.S. POSTAL SERVICE	UB Postage	2142162055	25.00
3538	04/13	04/30/2013	6110	4/13 UBS	U.S. POSTAL SERVICE	UB Postage	3142162055	40.00
3538	04/13	04/30/2013	6110	4/13 UBS	U.S. POSTAL SERVICE	UB Postage	4142162055	15.00
3538	04/13	04/30/2013	6110	4/13 UBS	U.S. POSTAL SERVICE	UB Postage	5142162055	169.01
Total 3538:								
4301301	04/13	04/30/2013	6080	1536020610	U S BANK	Bank Fees	0140162110	59.92
4301301	04/13	04/30/2013	6080	1536020610	U S BANK	Bank Fees	0542162110	3.53
4301301	04/13	04/30/2013	6080	1536020610	U S BANK	Bank Fees	2142162110	14.07

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4301301	04/13	04/30/2013	6080	1536020610	U S BANK	Bank Fees	3142162110	16.44 M
4301301	04/13	04/30/2013	6080	1536020610	U S BANK	Bank Fees	4142162110	1.89 M
4301301	04/13	04/30/2013	6080	1536020610	U S BANK	Bank Fees	5142162110	123.70 M
Total 4301301:								219.55
4301302	04/13	04/30/2013	440	MAR2013-P	BPA	Power Bill	5140562820	47,873.00 M
4301302	04/13	04/30/2013	440	MAR2013-P	BPA	Power Bill	5140662820	8,740.00 M
Total 4301302:								56,613.00
4301303	04/13	04/30/2013	440	MAR13-TRN	BPA	Transmission Bill	5140562821	8,995.00 M
4301303	04/13	04/30/2013	440	MAR13-TRN	BPA	Transmission Bill	5140662821	1,642.00 M
Total 4301303:								10,637.00
4301304	04/13	04/30/2013	6090	VISA 2305 4/	U S BANK CC	April Visas	0140162020	13.26 M
4301304	04/13	04/30/2013	6090	VISA 2305 4/	U S BANK CC	April Visas	0140262020	7.41 M
4301304	04/13	04/30/2013	6090	VISA 2305 4/	U S BANK CC	April Visas	0840562020	735.00 M
4301304	04/13	04/30/2013	6090	VISA 2305 4/	U S BANK CC	April Visas	2142162020	3.90 M
4301304	04/13	04/30/2013	6090	VISA 2305 4/	U S BANK CC	April Visas	3142162020	2.73 M
4301304	04/13	04/30/2013	6090	VISA 2305 4/	U S BANK CC	April Visas	4142162020	.39 M
4301304	04/13	04/30/2013	6090	VISA 2305 4/	U S BANK CC	April Visas	5142162020	11.31 M
Total 4301304:								774.00
4301305	04/13	04/30/2013	6090	VISA 2974 4/	U S BANK CC	April Visas	0140162020	104.87 M
4301305	04/13	04/30/2013	6090	VISA 2974 4/	U S BANK CC	April Visas	0540562050	30.00 M
4301305	04/13	04/30/2013	6090	VISA 2974 4/	U S BANK CC	April Visas	2142162020	30.78 M
4301305	04/13	04/30/2013	6090	VISA 2974 4/	U S BANK CC	April Visas	3142162020	21.77 M
4301305	04/13	04/30/2013	6090	VISA 2974 4/	U S BANK CC	April Visas	4142162020	3.00 M
4301305	04/13	04/30/2013	6090	VISA 2974 4/	U S BANK CC	April Visas	5142162020	89.85 M
Total 4301305:								280.27
4301306	04/13	04/30/2013	6090	VISA 8773 4/	U S BANK CC	April Visas	0540562010	49.98 M
4301306	04/13	04/30/2013	6090	VISA 8773 4/	U S BANK CC	April Visas	3140562020	104.77 M
4301306	04/13	04/30/2013	6090	VISA 8773 4/	U S BANK CC	April Visas	5140562210	44.98 M
4301306	04/13	04/30/2013	6090	VISA 8773 4/	U S BANK CC	April Visas	5140563700	210.80 M
4301306	04/13	04/30/2013	6090	VISA 8773 4/	U S BANK CC	April Visas	5140662210	44.97 M

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4301306	04/13	04/30/2013	6090	VISA 8773 4/	U S BANK CC	April Visas	5140663700	210.00 M
Total 4301306:								694.70
4301307	04/13	04/30/2013	6090	VISA 8827 4/	U S BANK CC	April Visas	5140663700	64.86 M
Total 4301307:								64.86
Grand Totals:								103,158.26

CASCADE LOCKS STAFF REPORT

Date Prepared: May 7, 2013

For City Council Meeting on: May 13, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator



SUBJECT: Approve Resolution No. 1264 for CIS Grant Revenue and Expenditure

SYNOPSIS: At our April 22 meeting, the Council approved a list of projects addressing safety and accessibility concerns that could be completed this fiscal year with the funding provided by City County Insurance Services (CIS). This resolution allows us to receive those funds and spend them on the list of repairs and upgrades within our grant fund.

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

RECOMMENDATION: "I move to approve Res. No. 1264 creating a budget adjustment to receive and spend CIS grant money on a list of safety and accessibility concerns within the City."

Legal Review and Opinion: N/R

Financial Review and Status: This creates the budget line items necessary to accept the CIS Grant and the pay for the expenditures in the Grant Fund."

RESOLUTION NO. 1264

A RESOLUTION AUTHORIZING A BUDGET AMENDMENT FOR THE ACCEPTANCE OF THE CIS RISK MANAGEMENT GRANT IN THE AMOUNT OF \$3,860 FOR FISCAL YEAR 2012-2013 MAKING APPROPRIATIONS AND AUTHORIZING EXPENDITURES.

WHEREAS, the City has the opportunity to receive money to put towards repairing safety and accessibility concerns; and

WHEREAS, city staff has provided CIS with estimated cost; and

WHEREAS, CIS has approved the list of repairs; and

WHEREAS, the City Council has also approved the list of repairs;

NOW, THEREFORE, BE IT RESOLVED THAT THE FOLLOWING BUDGET AMENDMENT BE AUTHORIZED;

Section 1. Authorizing Budget Amendment.

<u>FUND OR DEPT.</u>	<u>BUDGETED</u>	<u>RESOURCES NEEDED</u>	<u>TOTAL</u>
<u>Grant Fund</u>			
CIS Risk Management Grant	0	3,860	3,860
Material & Supplies	0	3,860	3,860

Section 2. Expiration. This resolution shall remain in effect until completion and acceptance of the annual Audit for Fiscal Year 12/13.

Adopted by the City Council this 13th day of May, 2013.

Approved by the Mayor this 13th day of May, 2013.

Tom Cramblett, Mayor

ATTEST:

Kathy Woosley, City Recorder

STAFF REPORT

Date Prepared: 04/23/2013

For City Council Meeting on: 05/13/2013

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder

KW

APPROVED BY: Gordon Zimmerman, City Administrator

GZ

SUBJECT: Ordinance No. 424 amending the Community Development Code as adopted by Ordinance No. 350, by amending Article IV, Chapter 8-6.140 Planned Development Overlay Zone (PD).

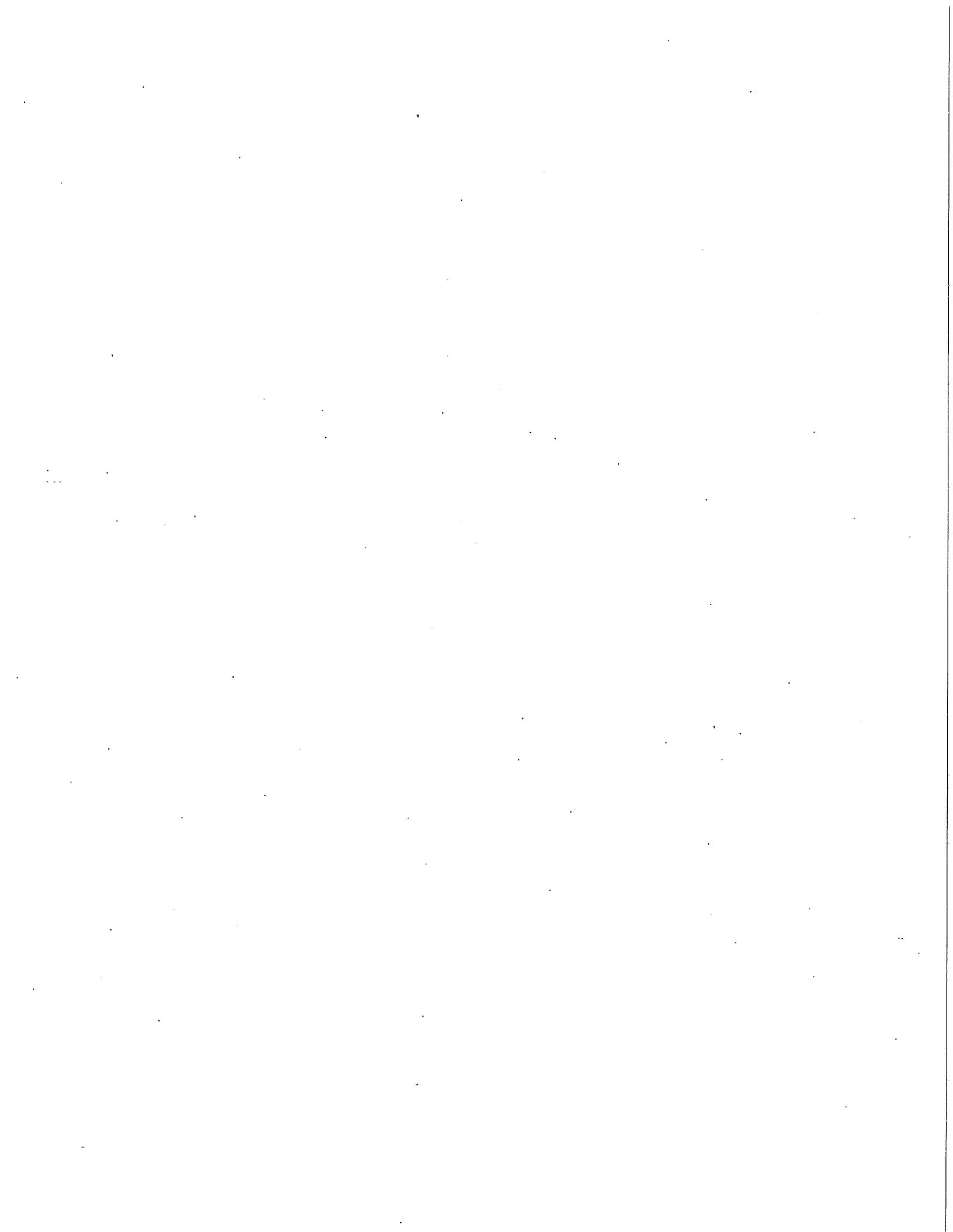
SYNOPSIS: The Planning Commission proposed the amendment to Article IV, Chapter 8-6.140 with the amendments as shown in Exhibit A. The City Council held a public hearing at the 4/22/13 Council meeting and had the first reading of Ordinance No. 424.

CITY COUNCIL OPTIONS:

1. Have second reading of Ordinance No. 424 and vote to adopt the ordinance.
2. Take no action on this matter.

RECOMMENDATION: The City Council vote to adopt Ordinance No. 424.

BACKGROUND INFORMATION: The City Council held a public hearing on 4/22/13, made the motion to approve and had the first reading of Ordinance No. 424.



ORDINANCE NO. 424

AN ORDINANCE AMENDING THE COMMUNITY DEVELOPMENT CODE AS ADOPTED BY ORDINANCE NO. 350, BY AMENDING CHAPTER 8-6.140 PLANNED DEVELOPMENTS.

WHEREAS, the City's Planning Commission held several work sessions, a public workshop, and a public hearing on November 15, 2010 on the issue of updating the City's standards for design and processing of Planned Developments and developed a draft of proposed changes;

WHEREAS, the City Council held a Public Hearing on the issue of adopting the Code amendment ordinance on April 22, 2013; and

WHEREAS, the City Council makes the following findings in accordance with the criteria of CDC 8-6.140:

8-6.176.050 Approval Criteria – Comprehensive Plan and Development Code text Amendments.

An application to amend the text of the Comprehensive Plan and/or the Development Code text shall be found to:

A. Comply with the Statewide Planning Goals and related administrative rules.

GOAL 1: CITIZEN INVOLVEMENT

To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.

FINDING: The proposed amendment was developed over several Planning Commission meetings including a public workshop and included the required hearing before the Planning Commission and the City Council.

GOAL 2: LAND USE PLANNING

To establish a land use planning process and policy framework as a basis for all decision and actions related to use of land and to assure an adequate factual base for such decisions and actions.

FINDING: The proposed amendment was prepared within the legal and policy framework of the City's adopted and acknowledged Comprehensive Plan and Community Development Code.

GOAL 3: AGRICULTURAL LANDS

To preserve and maintain agricultural lands.

FINDING: This goal is not applicable as no agricultural lands are included in the Urban Growth Boundary.

GOAL 4: FOREST LANDS

To conserve forest land by maintaining the forest land base and to protect the state's forest economy by making possible economically efficient forest practices that assure the continuous growing and harvesting of forest tree species as the leading use on forest land consistent with sound management of soil, air, water, and fish and wildlife resources and to provide for recreational opportunities and agriculture.

FINDING: This goal is not applicable as no designated forest lands are included in the Urban Growth Boundary.

GOAL 5: OPEN SPACES, SCENIC AND HISTORIC AREAS, AND NATURAL RESOURCES

To conserve open space and protect natural and scenic resources.

FINDING: The proposed changes are consistent with the Goal as a criterion for approving a Planned Development is that it is designed to conserve open space and protect natural resources.

GOAL 6: AIR, WATER AND LAND RESOURCES QUALITY

To maintain and improve the quality of the air, water, and land resources of the state.

FINDING: The proposal will have no impact on air, water, or land resources.

GOAL 7: AREAS SUBJECT TO NATURAL DISASTERS AND HAZARDS

To protect life and property from natural disasters and hazards.

FINDING: The proposed changes are consistent with the Goal as a criterion for approving a Planned Development is that it is designed to protect property from natural hazards.

GOAL 8: RECREATIONAL NEEDS

To satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.

GOAL 9: ECONOMIC DEVELOPMENT

To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.

FINDING: This Goal is not relevant as the proposed ordinance amendments do not impact economic development efforts.

GOAL 10: HOUSING

To provide for the housing needs of citizens of the state.

FINDING: Providing new opportunities and streamlined regulations for alternative housing styles helps provide for the housing needs of the citizens of Cascade Locks.

GOAL 11: PUBLIC FACILITIES AND SERVICES

To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as framework for urban and rural development.

FINDING: Using land in currently served areas will make the most efficient use of public facilities.

GOAL 12: TRANSPORTATION

To provide and encourage a safe, convenient and economic transportation system.

FINDING: This Goal is not applicable.

GOAL 13: ENERGY CONSERVATION

To conserve energy.

FINDING: This Goal is not applicable.

GOAL 14: URBANIZATION

To provide for an orderly and efficient transition from rural to urban land use.

FINDING: Allowing development of more difficult properties will make efficient use of land within the urban growth boundary.

B. Comply with the Comprehensive Plan goals, policies, and implementation strategies.

(NOTE: Only applicable goals and policies are listed)

B. LAND (Statewide Planning Goals 3,4,5,6,7 and 14)

Goals

- 1. To promote efficient use of land within the Urban Growth Boundary while being compatible with existing development and physical development limitations.

FINDING: The proposed ordinance will encourage housing in creative ways to protect natural resource or hazard areas and to allow development of public amenities which will make the most efficient use of land within the Urban Growth Boundary. Minimum standards are set to help assure compatibility with the surrounding area.

Policies

The City shall:

- 3. Encourage development on land which is the most suitable.

FINDING: Lands that are found to be suitable will be made available for development with this code amendment.

B. Housing Opportunities (Statewide Planning Goal 10)

Goal: To provide adequate housing opportunities.

FINDING: The availability of a variety of housing styles will increase housing opportunities]

Policies

The City shall:

- 1. Encourage a variety of housing types and prices.

FINDING: The availability of a variety of housing styles will increase housing opportunities and a variety of housing prices.

C. Be internally consistent with related Comprehensive Plan or Development Code provisions.

FINDING: The proposed Code amendment is consistent with the Comprehensive Plan as is demonstrated in the prior findings. It is consistent with the Community development Code by being drafted so that it integrated directly into the Code.

D. Promote provision of adequate public facilities and services for the community.

FINDING: The proposed Code amendment has no impact on the provision of public facilities or services.

NOW THEREFORE:

**THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON,
ORDAINS AS FOLLOWS:**

SECTION 1. Section 8-6.140. Planned Development of the Community Development Code is amended as presented in the attached Exhibit A.

SECTION 2. Severability. Should any section, subsection, paragraph, sentence, clause or phrase of this ordinance be declared invalid, such declaration shall not affect the validity of any other section, subsection, paragraph, sentence, clause, or phrase; and if this ordinance, or any portion thereof, should be held to be invalid on one ground but valid on another, it shall be construed that the valid ground is the one upon which said ordinance, or such portion thereof, was enacted.

SECTION 13. Effective Date. This ordinance shall become effective thirty (30) days after adoption by the City Council and approval by the Mayor.

ADOPTED by the City Council this day of April, 2013.

APPROVED by the Mayor this day of April, 2013.

ATTEST:

City Recorder

Mayor

First Reading Approved: ; Ayes 0; Nays 0

Second Reading Approved;; Ayes 0; Nays 0

Chapter 8-6.140

PLANNED DEVELOPMENT OVERLAY ZONE (PD)

Sections

- 8-6.140.010 Purpose
- 8-6.140.020 Applicability of Provisions
- 8-6.140.030 Administration
- 8-6.140.040 Submittal Requirements
- 8-6.140.050 General Requirement
- 8-6.140.060 ~~Residential Density Standards~~ Development Flexibility
- 8-6.140.070 ~~Residential Density Bonus~~ Approval Criteria
- 8-6.140.080 Phased Development

8-6.140.010 Purpose

The purpose of the Planned Development (PD) ~~Overlay Zone~~ are chapter is to:

- A. Provide a means for creating planned environments by applying flexible standards which allow the use of innovative design techniques which will result in a superior living arrangement;
- B. Facilitate the efficient use of land while preserving the existing landscape features and amenities to a greater extent than possible using the normal standards of this title;
- C. Encourage transferring density and development to the most suitable portions of the site;
- D. Encourage design features which provide ~~assisted housing opportunities, public recreation, and other community amenities; and~~
- E. Promote protection or avoidance of significant habitat and hazardous areas ~~by using flexible standards and incentives.~~

8-6.140.020 Applicability of Provisions

- A. A Planned Development may be located in any zoning district
- ~~A. Affected Areas~~

~~The provisions of this chapter shall apply to:~~

- ~~1. All lands in the city of Cascade Locks which have a PD overlay designation; and~~

~~2. A site plan review, conditional use, or subdivision application which includes a request to apply the planned development provisions of this chapter. As part of application approval, the city shall apply the PD designation to the subject property.~~

~~B. Exempt Applications~~

~~Applications other than site plan review, conditional use, and subdivision on properties which have a PD designation, shall not be required to comply with the provisions of this chapter.~~

C. Development Standards

The development standards of this title shall continue to apply, unless modified by this chapter.

8-6.140.030 Administration

A. Planned Development applications shall be administered and reviewed as a Planning Commission decision in accordance with Article II, Procedures of this title.

B. Where the Planned Development involves partitioning or subdivision the provisions of the Subdivision and Partitioning chapter shall be processed and reviewed concurrently. However, the development standards of this Planned Development chapter supersede the development standards of the Subdivision and Partitioning chapter wherever there may be conflicting provisions.

~~A. Application of the PD Overlay Designation~~

~~The PD designation shall be applied by the city to a property or properties in one of two ways:~~

~~1. Rezoning initiated by the city which follows the City Council review process in accordance with Article II, Procedures; or~~

~~2. Rezoning by the city to include the PD designation, as requested by the applicant as part of a site plan review, conditional use, or subdivision application which follows the Planning Commission review process in accordance with Article II, Procedures.~~

~~B. Planned Development Review Required~~

~~For properties which have a PD designation, site plan review, conditional use, and subdivision applications shall comply with the applicable provisions of this chapter.~~

8-6.140.040 Submittal Requirements

- A. ~~The application and support information required by this title for a related site plan review, conditional use, or subdivision application shall be submitted.~~
- B. In addition to the submittal requirements for a subdivision or partitioning, the applicant shall also provide supporting narrative, illustrations, plans, etc., to demonstrate compliance with the provisions of this chapter.

8-6.140.050 General Requirements

A. Minimum Size

~~Planned Developments shall be at least 5 acres in size. Any PD designation shall include a minimum land area of 1 acre which may contain more than one lot.~~

B. Owners' Association

~~A home owner or property owner association shall be required for the perpetual maintenance of all common elements including but not limited to private roadways, walkways, utilities, and private open space. The property owners within the planned development shall automatically be members of the association. The articles of the association shall be approved by the city attorney prior to recording the final plat and they will be recorded along with the plat issuance of development permits. No change shall be made in the articles unless approved by the city attorney. If maintenance of common areas and facilities does not occur, the articles shall enable the city to cause the maintenance to be made with the associated costs becoming a lien upon the properties in the development.~~

C. Dimensional Standards

- ~~1. Side and rear yard building setback requirements of the applicable zone shall not apply, except within 20 feet of the perimeter of the planned development where they shall remain in effect.~~
- ~~2. Front yard setbacks may be reduced by the Planning Commission, provided the vision clearance requirements in Chapter 8-6.116 are satisfied.~~
- ~~3. All building setbacks shall continue to meet applicable building and fire code standards.~~
- ~~4. Minimum lot size requirements shall not apply.~~
- ~~5. Maximum building height standards may be increased up to an additional~~

~~10 feet over the maximum height of the applicable zone, except within 20 feet of the perimeter of the planned development where they shall remain in effect.~~

~~D. Uses Allowed~~

- ~~1. The uses in a planned development shall comply with the permitted and conditional use requirements of the applicable zone. If more than one zone applies to the site, the zone designations may be moved within the boundaries of the planned development provided the total area of each zoning designation remains the same.~~
- ~~2. When the applicable zone allows residential uses, all residential use types allowed in this title (e.g., single family detached, duplex, multi-family) shall be permitted in a planned development provided the overall density of the planned development meets the density provisions of this title.~~

E. Open Space

1. Common private or public open space shall be provided as follows:
 - a. Residential zones (RR, LDR, MDR, MHR, and HDR) - a minimum of 20% of the gross land area; and
 - b. Commercial (C, CR, and RC) and industrial (LI and HI) - a minimum landscaped area as required by the base zone.
2. Land within individual building lots shall not be included as common or public open space. Land within public right-of-way shall not be included as common or public space.

8-6.140.060 Development Flexibility Residential Density Standards

The Planning Commission may allow some or all of the following code exceptions in approving a Planned Development. All building setbacks shall continue to meet applicable building and fire code standards.

A. Dimensional Exceptions

1. Side and rear yard building setback requirements of the applicable zone may be reduced or eliminated by the Planning Commission, except within 20 feet of the perimeter of the planned development where they shall remain in effect.
2. Front yard setbacks may be reduced by the Planning Commission provided the vision clearance requirements in Chapter 8-6.116 are

satisfied.

3. The Planning Commission may reduce or eliminate minimum lot size requirements but the overall density of the development may not exceed the maximum density that would be allowed normally in the zoning district.
4. The Planning Commission may increase the maximum building height up to an additional 10 feet over the maximum height of the applicable zone, except within 20 feet of the perimeter of the planned development where they shall remain in effect.
5. The Planning Commission may approve a system of streets, walkways, and bike facilities owned and maintained by the Owners Association in lieu of public streets. A private street system must meet all applicable fire code requirements. Adequate parking spaces above the minimum parking requirement for the land uses will be provided if a private street system has no or limited on-street parking.

B. Use Exceptions

1. The uses in a Planned Development shall comply with the permitted and conditional use requirements of the applicable zone, except when the applicable zone allows residential uses. In this case the Planning Commission may allow all residential use types allowed in this title (e.g., single family detached, single family attached, duplex, multi-family) provided the overall density of the development does not exceed the maximum density that would be allowed in the zoning district if this requirement was not modified.

A. Maximum Density

~~The density of residential planned developments shall comply with the maximum density of the applicable zone. If more than one residential zone applies to the site, the maximum density for the entire site shall be calculated based on the land area and density standards for each zone:~~

<u>Zone Designation</u>	<u>Land Area Per Dwelling (net square footage)</u>
RR Rural Residential	43,560
LDR Low Density Residential	7,500 (public sewer)
	20,000 (septic system)

MDR Medium Density Residential	4,000
HDR High Density Residential	2,000
MHR Manufactured/Mobile Home Residential	2,000

~~B. Density Calculation~~

~~The allowable number of dwelling units is calculated using the following steps:~~

- ~~1. Determine the total (gross) area of the site.~~
- ~~2. Subtract the area devoted to public streets, alleys, highways, and other necessary public facilities from the gross area figure derived in step 1 above to establish the net area.~~
- ~~3. Divide the net area figure by the required land area per dwelling for the applicable zone in Section 8-6.140.060 A. to determine the maximum number of dwelling units allowed without any density bonus.~~

~~8-6.140.070 Residential Density Bonus~~

~~A. At its discretion, the Planning Commission may allow a residential density bonus, as provided in this section, when the planned development is located in one or more of the following zone districts:~~

- ~~1. RR Rural Residential;~~
- ~~2. LDR Low Density Residential;~~
- ~~3. MDR Medium Density Residential;~~
- ~~4. HDR High Density Residential; or~~
- ~~5. MHR Manufactured/Mobile Home Residential.~~

~~B. The Planning Commission may approve a density bonus which exceeds the allowable density provided in Section 8-6.140.050 when a residential planned development is enhanced in any of the following ways:~~

- ~~1. Additional park land or common open space which provides a more than 20% of the total land area as common open space or park.~~

~~— Density bonus — a 1% density increase for every 1% of common open space or park which is provided over the 20% minimum up to a 10% increase.~~

~~2. — Design amenities including but not limited to pedestrian pathways, greenways, pedestrian plazas, landscaping design and quality that exceeds city standards, and architectural design.~~

~~— Density bonus — a maximum bonus of 15% may be granted at the discretion of the Planning Commission.~~

~~3. — Low cost housing units which qualify and are approved for housing for low-income families or for the elderly under a federal, state, or local program.~~

~~— Density bonus — a 1 unit density increase for every assisted unit up to a 10% increase.~~

~~4. — Protection of riparian areas, wetlands, and other significant habitat areas to a greater extent than required by this title.~~

~~— Density bonus — a maximum bonus of 15% may be granted at the discretion of the Planning Commission.~~

~~5. — Avoidance of geologic and flood hazard areas and the runway approach surface to a greater extent than required by this title.~~

~~— Density bonus — a maximum bonus of 15% may be granted at the discretion of the Planning Commission.~~

~~C. — Density Bonus Requirements~~

~~1. — The maximum density bonus allowable is 25% percent over the density allowed in the base zone or zones.~~

~~2. — Conditions of approval shall be required to ensure that the density bonus provisions are satisfied.~~

~~3. — The applicable site plan review, conditional use, and/or subdivision standards can be satisfied.~~

8-6.140.070 Approval Criteria

The Planning Commission shall be approve, approve with conditions, or deny an application for a Planned Development based upon conformance with the following criteria:

- A. The Planned Development is compatible with the surrounding area and its proposed future use in a manner that is consistent with the compatibility of a conventional development not using the Planned Development standards.
- B. Development density is transferred to the most suitable portion of the site.
- C. The location, design, size, and uses of the Planned Development will result in an attractive, healthful, efficient, and stable environment for living, shopping, or working.
- D. The Planned Development offers the same or better protection of significant habitat and hazardous areas than a traditional development.
- E. At least one of the following community benefits will be provided by the Planned Development.
 - 1. Increased opportunity for public recreation.
 - 2. Enhanced protection of significant habitat and hazardous areas
 - 3. Enhanced design features which increase livability
 - 4. Provision of needed housing at the density standards identified in the Comprehensive Plan that cannot be reasonably achieved without using the Planned Development standards.
- F. Exceptions to the standards of the underlying district contribute to the community benefit provided by the Planned Development.

8-6.140.080 Phased Development

The planned development may be developed in phases according to the phasing requirements of the related ~~site plan review, conditional use, or subdivision application.~~

CASCADE LOCKS STAFF REPORT

Date Prepared: May 6, 2013

For City Council Meeting on: May 13, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator 

SUBJECT: Approve Resolution No. 1265 for the Three City Initiative

SYNOPSIS: As you are all aware, the City of Cascade Locks has been meeting with the Cities of North Bonneville and Stevenson, Washington, along with the Columbia Gorge Commission to explore if there is a role where all three cities can work cooperatively to address mutual interests and concerns. Council members have attended meetings with council members from the other jurisdictions to find that common ground and to understand the legal framework for such cooperation. The Columbia Gorge Commission is encouraging such cooperation under the Federal regulatory framework they can provide.

The attached resolution is designed to establish that framework which will allow the cities to work together and to authorize the appointment of a council member to become a member of the committee which would draft the cooperative agreements. A similar resolution has been passed by North Bonneville and is on an upcoming agenda in Stevenson.

CITY COUNCIL OPTIONS:

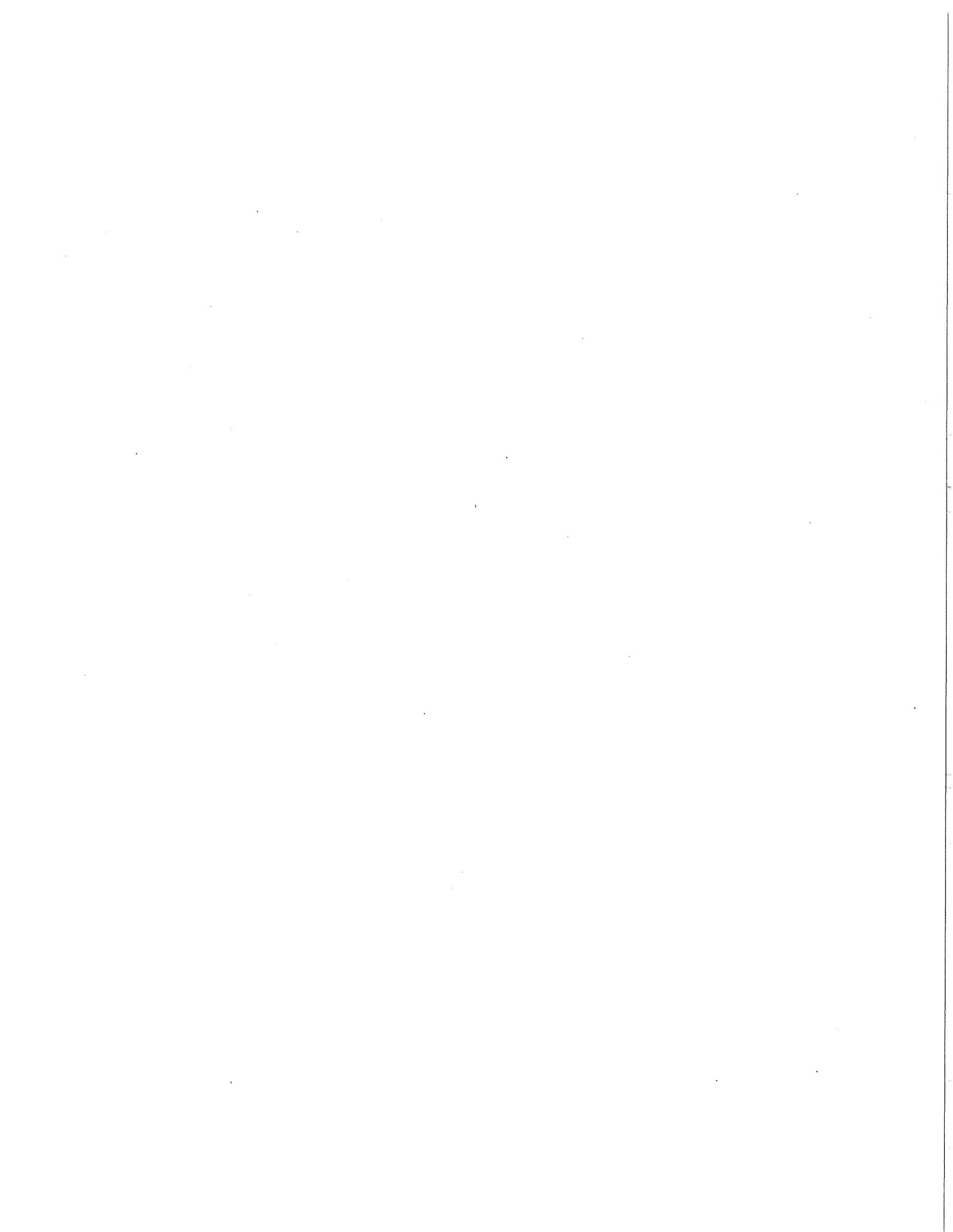
1. Approve the resolution.
2. Reject the resolution.

RECOMMENDATION: "I move to approve Resolution No. 1265 supporting a regional partnership among the cities of North Bonneville, Stevenson, and Cascade Locks and the Columbia River Gorge Commission."

Legal Review and Opinion: Reviewed by the CRGC attorney.

Financial Review and Status: N/A

Background Information:



RESOLUTION NO. 1265

A RESOLUTION OF THE CITY OF CASCADE LOCKS, OREGON, SUPPORTING A REGIONAL PARTNERSHIP AMONG THE CITIES OF NORTH BONNEVILLE, STEVENSON AND CASCADE LOCKS AND THE COLUMBIA RIVER GORGE COMMISSION.

WHEREAS, the citizens of the cities of Cascade Locks, Stevenson and North Bonneville form a type of extended community in the heart of the Columbia River Gorge; and

WHEREAS, the Columbia River Gorge Commission is the regional planning agency created by the Columbia River Gorge National Scenic Area Act (Act) in 1986; and

WHEREAS, the Act and the resulting interstate compact between Oregon and Washington provide the Columbia River Gorge Commission (Commission) and Gorge communities a unique governance structure and legal authority within which to work together to meet regional needs and solve regional challenges; and

WHEREAS, the Act embodies two fundamental purposes – to protect and enhance resources, and to support and enhance the regional economy; and

WHEREAS, commerce and community interactions often do not recognize state or city borders in daily activities; and

WHEREAS, the city must find new ways to do business to meet the challenges of the current economic climate; and

WHEREAS, recognizing their shared economic futures, the three cities have worked together on various economic and tourism development projects in the past and all Skamania County public entities currently cooperate prioritizing Capital Improvement Projects; and

WHEREAS, the three cities currently contract with each other for mutual aide in emergency services; and

WHEREAS, the Cities of Stevenson and North Bonneville currently share personnel while the three cities often share equipment and tend to contract with the same vendors for supplies and services; and

WHEREAS, the Cities of Cascade Locks and Stevenson contract with the same wastewater treatment plant operations company; and

WHEREAS, the City Councils of the Cities of North Bonneville, Cascade Locks and Stevenson have met twice to explore potential partnership options, finding many areas of common interest and mutual benefit; and

WHEREAS, The Columbia River Gorge Commission has committed to assist the three cities in our partnership efforts;

NOW, THEREFORE, BE IT RESOLVED THAT the City of Cascade Locks hereby:

SECTION 1. Supports the development of partnership agreements with the cities of Stevenson and North Bonneville and the Columbia River Gorge Commission;

SECTION 2. A City Councilor will be appointed to a joint committee to help draft such agreements.

SECTION 3. Effective Date. This resolution is effective immediately upon adoption by the City Council.

ADOPTED by the City Council this 13th day of May, 2013.

APPROVED by the Mayor this 13th day of May, 2013.

Tom Cramblett, Mayor

ATTEST:

Kathy Woosley, City Recorder

STAFF REPORT

Date Prepared: 05/01/2013**For City Council Meeting on: 05/13/2013****TO: Honorable Mayor and City Council****PREPARED BY:** Jesse Metheny, Station Captain- Emergency Services Department**APPROVED BY:** Gordon Zimmerman, City Administrator**SUBJECT:** Repealing resolution 1024 and approving resolution 1266 regarding fire protection contracts for residences and businesses located outside the corporate city limits of Cascade Locks.

SYNOPSIS: Originally this resolution was established with a minimum participation level for contracts entered into every fiscal year. If the city did not obtain a minimum of 17 contracts per fiscal year the money would be returned to any who had signed up for contract services and no contracts for fire protection services would be honored that year. As per a council discussion and agreement the city has been honoring any contracts paid for with no minimum participation level for several years. This needs to be reflected in the language of the resolution if we are to continue to operate in this way.

These contracts for fire protection have been typically bringing in around \$500.00-600.00 dollars per year and there is a possibility of bringing in more revenue with a more aggressive marketing campaign. This contract for services does not change or impact our service levels or equipment use as we respond to these areas already anyways. The only difference is that when we respond outside of the City Limit boundary we will charge a fee for services rendered for those not under contract to provide these services.

There has also been some language added to protect the City and citizens from liability in the case of multiple incidents, or dangerous circumstances, giving the commanding officer discretion to prioritize and make decisions for the greater safety of all involved.

CITY COUNCIL OPTIONS:

1. Approve Resolution No. 1266 as presented.
2. Establish other direction for staff to proceed.
3. Take no action.

RECOMMENDATION: "I move to approve Res. 1266 establishing a policy of furnishing fire protection outside the city limits."

Legal Review and Opinion: N/A
Financial review and status: N/A

BACKGROUND INFORMATION:

1. Resolution 1024 is already in place with a minimum participation level of 17 contracts.
2. The City Council has decided to honor all contracts for fire protection services regardless of the minimum participation level.
3. This decision of the council should be reflected in the resolution to avoid confusion.
4. Language has also been added to this resolution 1266 to protect decisions made by the fire department during an emergency.
5. This contract provides fire protection services to those outside of any legal protection area or taxed district who cannot otherwise obtain this service sometimes affecting their insurance rates, building permits, and occupancy classes for the area.

RESOLUTION NO. 1266

A RESOLUTION ESTABLISHING A POLICY OF FURNISHING FIRE PROTECTION TO RESIDENCES AND BUSINESSES OUTSIDE THE CORPORATE CITY LIMITS OF CASCADE LOCKS, OREGON; AND REPEALING RESOLUTION NO. 1024.

WHEREAS, the City of Cascade Locks has received numerous requests for fire protection of the areas adjacent to and within a reasonable distance of the City limits; and

WHEREAS, it is permissible under Oregon State Statutes to provide such service; and

WHEREAS, providing such protection will not affect the City's annual insurance premiums on equipment or liability coverage; and

WHEREAS, providing such protection offers considerable insurance savings to properties covered, the value of which is appropriately paid for through an annual contract charge;

THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, RESOLVES AS FOLLOWS:

SECTION 1. Establishing a Policy of Providing Fire Protection Outside City Limits. A policy is hereby established that the City of Cascade Locks, upon receipt of a formal application, may provide fire protection to properties outside the City of Cascade Locks city limits; provided, however, that this policy is permissive rather than mandatory, and that the City may refuse to enter into a contract for fire protection with anyone for any reason whatsoever.

There shall be no minimum participation level for contracts to be honored.

The commanding officer shall have the right to determine priority for providing fire suppression and/or other emergency services to any other party under this Agreement. The officer in charge may, in the exercise of best judgment and discretion, decline to commit apparatus or personnel to a position which would dangerously imperil such resources.

The period of the contract shall be July 1 to June 30 of each year, and the period or the fees shall not be prorated regardless of when a contract is accepted and the fees are paid.

SECTION 2. Establishing Methods of Assessing Charges for Fire Protection Contracts. The City shall have the right to enter into a contract for fire protection, provided that the City is paid an annual sum as per the following schedule:

1. **Residential Properties** – protection for land and improvements at \$ 2.00 per thousand for County Assessor values rounded to the nearest whole thousand dollar figure, or \$125.00 per year, whichever is greater.

2. **Public Agencies and Commercial Properties** – protection for land and improvements or specified improvements only:

- a. \$125.00 for up to \$25,000.00 in value as reflected by County Assessor values;
- b. \$ 2.00 per thousand for County Assessor values over \$25,000.00, rounded to the nearest whole thousand dollar figure.

SECTION 3. Effective Date. This resolution shall become effective upon adoption by the City Council and approval by the Mayor.

PASSED by the City Council this 13th day of May, 2013.

APPROVED by the Mayor this 13th day of May, 2013.

Tom Cramblett, Mayor

ATTEST:

Kathy Woosley, City Recorder

RESOLUTION NO. 1024

revised 07/26/04

A RESOLUTION ESTABLISHING A POLICY OF FURNISHING FIRE PROTECTION TO RESIDENCES AND BUSINESSES OUTSIDE THE CORPORATE CITY LIMITS OF CASCADE LOCKS, OREGON; AND REPEALING RESOLUTION NO. 1012.

WHEREAS, the City of Cascade Locks has received numerous requests for fire protection of the areas adjacent to and within a reasonable distance of the City limits; and

WHEREAS, it is permissible under Oregon State Statutes to provide such service; and

WHEREAS, providing such protection will not affect the City's annual insurance premiums on equipment or liability coverage; and

WHEREAS, providing such protection offers considerable insurance savings to properties covered, the value of which is appropriately paid for through an annual contract charge;

THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, RESOLVES AS FOLLOWS:

SECTION 1. Establishing a Policy of Providing Fire Protection Outside City Limits. A

Policy is hereby established that the City of Cascade Locks, upon receipt of a formal application, may provide fire protection to properties outside the City of Cascade Locks city limits; provided, however, that this policy is permissive rather than mandatory, and that the City may refuse to enter into a contract for fire protection with anyone for any reason whatsoever.

A minimum participation level of at least 17 applications from the Dodson/Warrendale area must be reached before the City will honor any contracts on properties in that area. Applications that are received before the minimum level is reached will not be considered to be in effect until that level is reached. In the event that the minimum level of participation in that area is not reached, any fees paid by applicants in that area will be returned.

The period of the contract shall be July 1 to June 30 of each year, and the period or the fees shall not be prorated regardless of when a contract is accepted and the fees are paid..

SECTION 2. Establishing Methods of Assessing Charges for Fire Protection Contracts.

The City shall have the right to enter into a contract for fire protection, provided that the City is paid an annual sum as per the following schedule:

1. **Residential Properties** – protection for land and improvements at \$ 2.00 per thousand for County Assessor values rounded to the nearest whole thousand dollar figure, or \$125.00 per year, whichever is greater.
2. **Public Agencies and Commercial Properties** – protection for land and improvements OR specified improvements only:
 - a. \$125.00 for up to \$25,000.00 in value as reflected by County Assessor values;
 - b. \$ 2.00 per thousand for County Assessor values over \$25,000.00, rounded to the nearest whole thousand dollar figure.

SECTION 3. Effective Date. This resolution shall become effective upon adoption by the City Council and approval by the Mayor.

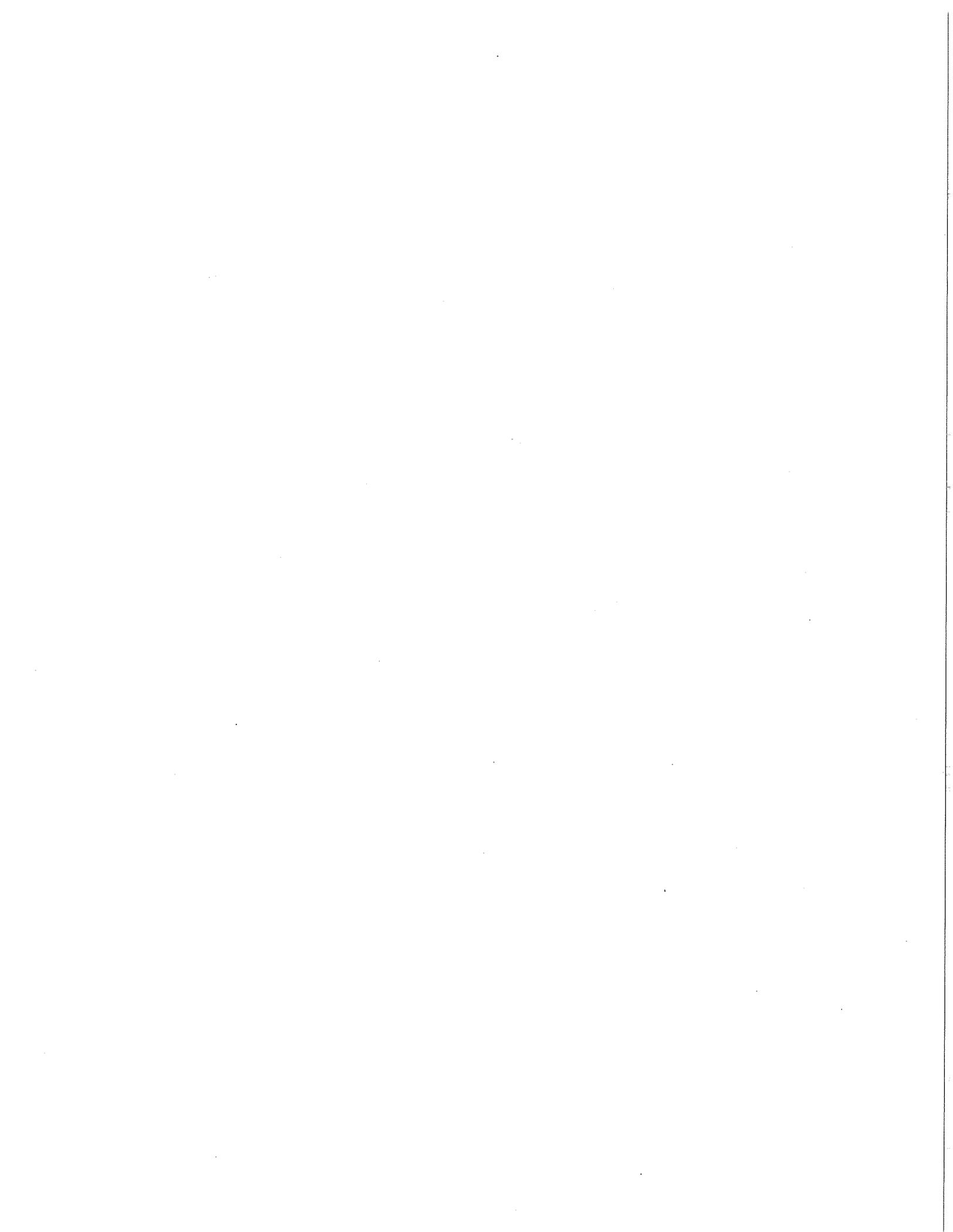
ADOPTED by the City Council this **26th** day of **July**, 2004.

APPROVED by the Mayor this **26th** day of **July**, 2004.

ATTEST: _____

City Recorder

Mayor



STAFF REPORT

Date Prepared: 05/01/2013

For City Council Meeting on: 05/13/2013

TO: Honorable Mayor and City Council

PREPARED BY: Jesse Metheny, Station Captain- Emergency Services Department

APPROVED BY: Gordon Zimmerman, City Administrator 

SUBJECT: REPEALING RESOLUTION 1237 AND APPROVING RESOLUTION 1268 ESTABLISHING RATES FOR FIRE, AMBULANCE AND EMERGENCY AND NON-EMERGENCY MEDICAL SERVICES.

SYNOPSIS: Our billing rates for the Emergency Services Department were recently adjusted by means of resolution. However this adjustment created some confusion for our ambulance billing company as well as some unclear lines on what services could or could not be billed for. This resolution is designed to clarify some of those issues including when to bill, and how much to charge for non-transported patients. Also establishing a rate for fire / rescue standby, and clarifying the per hour rate charges from the flat fees.

This will make clear the billing policies for us and our ambulance billing company Springfield.

CITY COUNCIL OPTIONS:

1. Approve Resolution No. 1268 as presented.
2. Establish other direction for staff to proceed.
3. Take no action.

RECOMMENDATION:

Legal Review and Opinion: N/A

Financial review and status: N/A

BACKGROUND INFORMATION:

1. These rates were recently adopted and the policies re-written creating some confusion.
2. Our billing company Springfield Ambulance Billing has requested clarification on some issues.
3. This establishes clarification between certain rates, and per hour vs. flat fee charges.

RESOLUTION NO. 1268

A RESOLUTION ESTABLISHING RATES FOR FIRE, AMBULANCE AND EMERGENCY AND NON-EMERGENCY MEDICAL SERVICES; AND REPEALING RESOLUTION NO. 1237.

WHEREAS, the City operates fire, ambulance and emergency medical service for persons who are in need of emergency medical services and non-emergency attendant care; and

WHEREAS, the City incurs substantial costs in the operations of said fire, ambulance and emergency medical services; and

WHEREAS, it is the policy of the City that such services be paid for through fees charged to persons who use said services; and

WHEREAS, on a comparative basis, other ambulance services experience the same need to pay all costs of operating such services;

THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, RESOLVES AS FOLLOWS:

SECTION 1. Setting Rates for Fire, Ambulance and Emergency and Non-Emergency Medical Services. The attached (Exhibit A) rate schedules are hereby adopted.

SECTION 2. Effective Date. This resolution shall become effective upon adoption by the City Council and approval by the Mayor.

SECTION 3. Expiration. This resolution shall remain in effect until repealed by the City Council.

ADOPTED by the City Council this **13th** day of **May**, 2013.

APPROVED by the Mayor this **13th** day of **May**, 2013.

Mayor

ATTEST:

City Recorder

Cascade Locks Fire & EMS
Schedule of Ambulance, Emergency Medical Services and Fire Service Rates

BASE RATE

The City charges an “all-inclusive” Base Rate for all patients treated and transported or, in certain circumstances, when the patient is treated but not transported. In part, the City's operating budget is supported by residents within the City and residents outside the City. The Base Rate becomes effective upon the response of the ambulance. This serves as a minimum charge to support the City's fixed expenses. The Base Rate charge is structured to fit the type and level of services delivered to the patient.

Stretcher Transported Patients

Stretcher Patient: Patients who are transported on an ambulance stretcher (including auxiliary stretchers) will be charged a Stretcher Patient Base Rate.

	<u>Resident</u>	<u>Non Resident</u>
BLS Stretcher Base Rate.....	\$1,500.00	\$1,700.00
ALS Level 1-Stretcher Base Rate.....	\$1,500.00	\$1,700.00
ALS Level 2-Stretcher Base Rate.....	\$1,700.00	\$1,900.00

Non-Transported Patients

Non-Transport Aid Call: Patients who receive treatment at the scene, especially advanced life support procedures or supplies, but are not transported to a medical facility will be charged a Non-Transport Aid Call Base Rate. This charge is to cover the cost of response, supplies, and services rendered to the patient. There is no ambulance charge for response to unattended deaths when no resuscitation is attempted, non-injury motor vehicle accidents, or simple public assists.

	<u>Resident</u>	<u>Non Resident</u>
BLS Aid Call Base Rate.....	\$275.00	\$375.00
ALS Aid Call Base Rate.....	\$375.00	\$475.00

MILEAGE

Mileage: The fee for mileage reflects the distance traveled (rounded up to the nearest mile, one mile minimum) from the point of patient pick-up to the point of patient destination (patient miles only). A mileage fee will be billed in conjunction with the appropriate Base Rate fee.

	<u>Resident</u>	<u>Non Resident</u>
Mileage	\$20.00/mile	\$20.00/mile

STAND BY

All pre-arranged paid stand bys are billed at an hourly rate. There is no Base Rate or Mileage charge to the person/organization requesting the stand by. If a patient is treated and transported from the stand by event, the patient will be billed normal rates for services provided. Stand by time is charged from the time personnel first arrive at the station to prepare for the stand by, until

Cascade Locks Fire & EMS

Schedule of Ambulance, Emergency Medical Services and Fire Service Rates

they have arrived back at the station and have completed all duties related to the standby. A standby crew consists of two crew members with a dedicated paramedic unit for EMS, and 3-4 crew members for fire / rescue standby. In the event of an emergency, the standby may be canceled or the paramedic unit may be recalled from the standby event without notice.

FIRE / RESCUE STANDBY.....\$200.00 per hour
(2 hour minimum charge)

EMS STANDBY.....\$75.00 per hour
(2-hour minimum charge)

FIRE DEPARTMENT EMERGENCY RESPONSE

Miscellaneous charges consist of expenses incurred beyond the normal scope of an all-inclusive base rate and mileage charges.

(All rates are per hour, 2-hour minimum)

Engine, with crew (suppression):.....\$280.00per hour
Rescue Truck, with crew:\$175.00 per hour
Brush Truck, with crew:\$175.00 per hour
Command Vehicle, with crew:\$150.00 per hour
Volunteer FF w/o apparatus:\$35.00 per hour
Rescue equipment use:\$235.00 flat fee
Flares: (Charge per Flare)..... \$ 5.00
Mileage:IRS Rate
Miscellaneous expenses:At cost + 5%
Damaged Property: At cost + 5%

Fire Suppression: Charges associated per vehicle, per hour, for equipment usage, manpower and other response activities outside of the city limits under the following circumstances; car fires, grass fires (when a responsible party is identified; excluding areas covered by mutual aid agreements), structure fires (excluding mutual aid calls and homeowners covered by contract), and response to Bonneville Dam.

RESOLUTION NO. 1237

A RESOLUTION ESTABLISHING RATES FOR FIRE, AMBULANCE AND EMERGENCY AND NON-EMERGENCY MEDICAL SERVICES; AND REPEALING RESOLUTION NO. 1095.

WHEREAS, the City operates fire, ambulance and emergency medical service for persons who are in need of emergency medical services and non-emergency attendant care; and

WHEREAS, the City incurs substantial costs in the operations of said fire, ambulance and emergency medical services; and

WHEREAS, it is the policy of the City that such services be paid for through fees charged to persons who use said services; and

WHEREAS, on a comparative basis, other ambulance services experience the same need to pay all costs of operating such services;

THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, RESOLVES AS FOLLOWS:

SECTION 1. Setting Rates for Fire, Ambulance and Emergency and Non-Emergency Medical Services. The attached (Exhibit A) rate schedules are hereby adopted.

SECTION 2. Effective Date. This resolution shall become effective upon adoption by the City Council and approval by the Mayor.

SECTION 3. Expiration. This resolution shall remain in effect until repealed by the City Council.

ADOPTED by the City Council this **4th** day of June, 2012.

APPROVED by the Mayor this **4th** day of **June**, 2012.

Mayor

ATTEST:

City Recorder

Cascade Locks Fire & EMS
Schedule of Ambulance, Emergency Medical Services and Fire Service Rates

BASE RATE

The City charges an "all-inclusive" Base Rate for all patients treated and transported or, in certain circumstances, when the patient is treated but not transported. In part, the City's operating budget is supported by residents within the City and residents outside the City. The Base Rate becomes effective upon the response of the ambulance. This serves as a minimum charge to support the City's fixed expenses. The Base Rate charge is structured to fit the type and level of services delivered to the patient.

Stretcher Transported Patients

Stretcher Patient: Patients who are transported on an ambulance stretcher (including auxiliary stretchers) will be charged a Stretcher Patient Base Rate.

	<u>Resident</u>	<u>Non Resident</u>
BLS Stretcher Base Rate.....	\$1,500.00	\$1,700.00
ALS Level 1-Stretcher Base Rate	\$1,500.00	\$1,700.00
ALS Level 2-Stretcher Base Rate.....	\$1,700.00	\$1,900.00

MILEAGE

Mileage: The fee for mileage reflects the distance traveled (rounded up to the nearest mile, one mile minimum) from the point of patient pick-up to the point of patient destination (patient miles only). A mileage fee will be billed in conjunction with the appropriate Base Rate fee.

	<u>Resident</u>	<u>Non Resident</u>
Mileage	\$20.00/mile	\$20.00/mile

STAND BY

All pre-arranged paid stand bys are billed at an hourly rate. There is no Base Rate or Mileage charge to the person/organization requesting the stand by. If a patient is treated and transported from the stand by event, the patient will be billed normal rates for services provided. Stand by time is charged from the time personnel first arrive at the station to prepare for the stand by, until they have arrived back at the station and have completed all duties related to the standby. A standby crew consists of two crew members with a dedicated paramedic unit. In the event of an emergency, the standby may be canceled or the paramedic unit may be recalled from the standby event without notice.

STANDBY.....	\$75.00 per hour
(2-hour minimum charge)	

Cascade Locks Fire & EMS
Schedule of Ambulance, Emergency Medical Services and Fire Service Rates

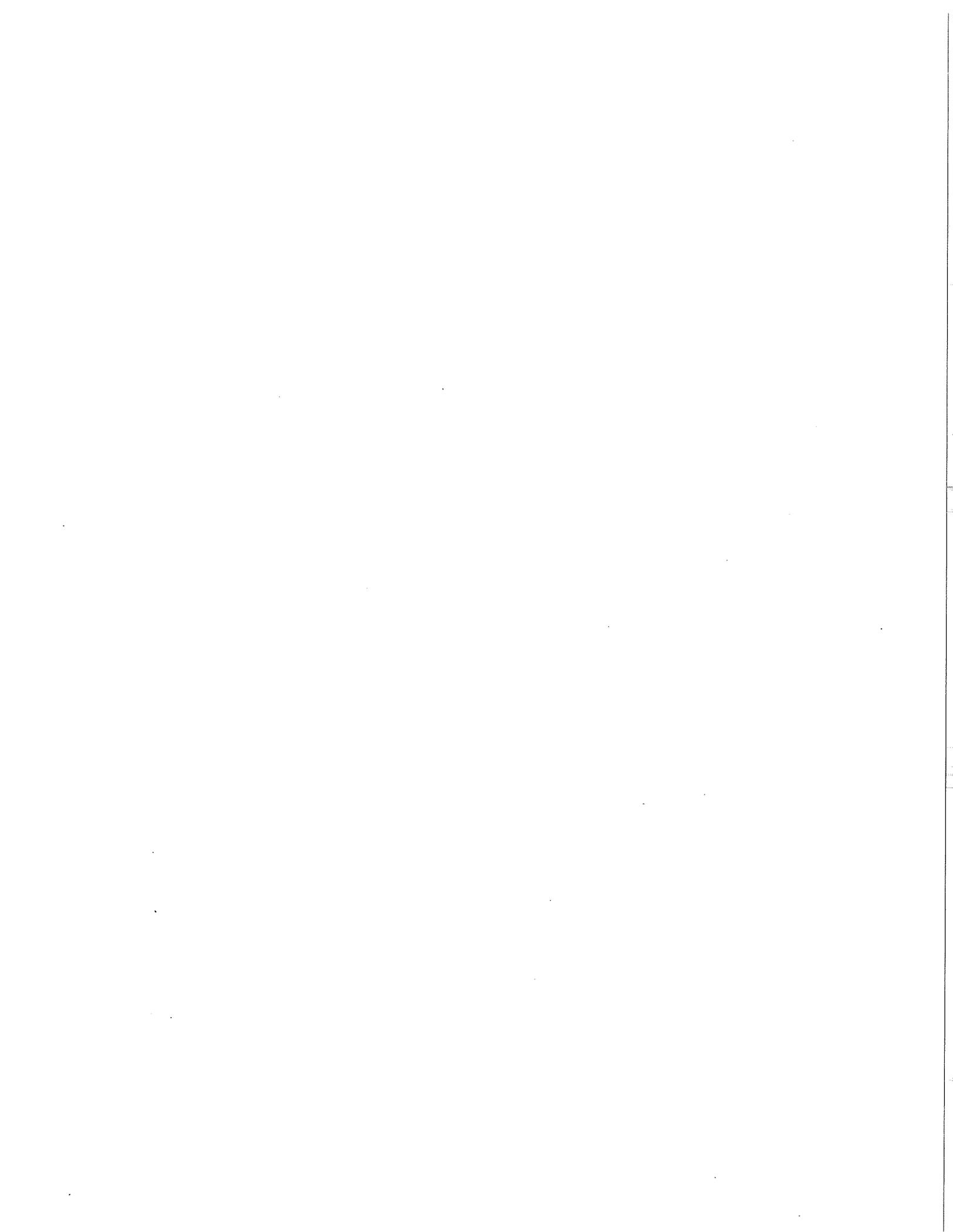
FIRE DEPARTMENT EMERGENCY RESPONSE

Miscellaneous charges consist of expenses incurred beyond the normal scope of an all-inclusive base rate and mileage charges.

(All rates are per hour)

Engine, with crew:.....	\$280.00
Ambulance, with crew-use at emergency scene, no patient transport:	\$ 75.00
Rescue Truck, with crew:	\$175.00
Brush Truck, with crew:	\$175.00
Command Vehicle, with crew:	\$ 50.00
Rescue equipment use:	\$235.00
Flares: (Charge per Flare).....	\$ 5.00
Mileage:	IRS Rate
Volunteer FF w/o apparatus:	\$ 25.00
Miscellaneous expenses:	At cost + 5%
Damaged Property:	At cost + 5%

Fire Suppression: Charges associated per vehicle, per hour, for equipment usage, manpower and other response activities outside of the city limits under the following circumstances; car fires, grass fires (when a responsible party is identified; excluding areas covered by mutual aid agreements), structure fires (excluding mutual aid calls and homeowners covered by contract), and response to Bonneville Dam.



CASCADE LOCKS STAFF REPORT

Date Prepared: May 6, 2013

For City Council Meeting on: May 13, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator 

SUBJECT: Approve Resolution 1267 ending the Fire Suppression Increase Effective July 1, 2013

SYNOPSIS: A new City Council was seated in 2013 and desires to end the Fire Suppression Fee established by a previous Council without a referral to the voters. This resolution ends the fees put in place in Resolution 1240 passed on June 4, 2012, and returns the fees to the level established by Resolution 1053 passed on June 27, 2005.

CITY COUNCIL OPTIONS: Approve, modify, or reject Resolution 1267.

RECOMMENDATION:

Legal Review and Opinion: N/R

Financial Review and Status: This will reduce the projected revenue to the Emergency Services Department during the 2013-2014 Fiscal Year by \$45,000.

RESOLUTION NO. 1267

**A RESOLUTION ENDING THE FIRE SUPPRESSION FEE INCREASE
AUTHORIZED BY RESOLUTION 1240 AND RESETTING THE RATES FOR FIRE DEPARTMENT FEES
PER ORDINANCE NO. 374 AND RESOLUTION 1053**

WHEREAS, Ordinance No. 374 authorizes a Fire Department Fee to support the costs associated with the City's Fire Department; and directs that said fees be initially set and periodically adjusted by resolution of the Council; and

WHEREAS, the City Council passed a Resolution 1240 increasing the Fire Department fees by \$8.00 per category on June 4, 2012, in order to support the rebuilding of the Emergency Services Department for a period of two years; and

WHEREAS, the City Council did not put this proposition to a vote of the people in 2012; and

WHEREAS, the City Council now desires to end this additional fee;

NOW THEREFORE THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, RESOLVES AS FOLLOWS:

SECTION 1. Fire Department Fee. A monthly charge will be assessed to each water system customer based upon the size of the supply of each water meter. This fee shall be posted to Fire Department Revenue within the General Fund each month and used for expenses associated with the City's Fire Department.

SECTION 2. Calculations of Fire Department Fees. Beginning with the billing period beginning on July 1, 2013, each customer shall pay the following Fire Department Fee:

<u>Meter Size</u>	<u>Fire Department Fee</u>
5/8"	\$ 1.00
3/4"	1.00
1"	3.00
1 1/2"	6.00
2"	8.00
2" Turbine	10.00
3" Turbine	15.00
3" Compound	20.00
4" Compound	25.00

SECTION 3. Effective Date. This resolution shall become effective upon adoption by the City Council and approval by the Mayor.

SECTION 4. Expiration. This resolution shall remain in effect until repealed by the City Council.

ADOPTED by the City Council this 13th day of May, 2013.

APPROVED by the Mayor this 13th day of May, 2013.

ATTEST:

Mayor Tom Cramblett

City Recorder Kathy Woosley

RESOLUTION NO. 1240

A RESOLUTION TO AMEND RESOLUTION NO. 1053, SECTION 2., ESTABLISHING RATES FOR FIRE DEPARTMENT FEES PER ORDINANCE NO. 374 AND ADDING A SUNSET CLAUSE AS OF JUNE 30, 2014.

WHEREAS, Resolution No. 1053 was adopted on June 27, 2005; and

WHEREAS, amendments needed to be made in order to fund recommendation made by the Public Safety Task Force to adequately fund the position of Fire Chief/Paramedic.

SECTION 2. Calculations of Fire Department Fees. Beginning with the billing period beginning on **July 20, 2012**, each customer shall pay the following Fire Department Fee:

<u>Meter Size</u>	<u>Fire Department Fee</u>
5/8"	\$ 9.00
3/4"	9.00
1"	11.00
1 1/2"	14.00
2"	16.00
2" Turbine	18.00
3" Compound	28.00
4" Compound	33.00

SECTION 3. Effective Date. This resolution shall become effective July 1, 2012 and end June 30, 2014 at which time rates will return to those set in Resolution No. 1053.

SECTION 4. Expiration. This resolution shall remain in effect until repealed by the City Council.

ADOPTED by the City Council this **4th** day of **June**, 2012.

APPROVED by the Mayor this **4th** day of **June**, 2012.

ATTEST:

Mayor

City Recorder

RESOLUTION NO. 1053

A RESOLUTION ESTABLISHING RATES FOR FIRE DEPARTMENT FEES PER ORDINANCE NO. 374.

WHEREAS, Ordinance No. 374 authorizes a Fire Department Fee to support the costs associated with the City's Fire Department; and directs that said fees be initially set and periodically adjusted by resolution of the Council;

THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, RESOLVES AS FOLLOWS:

SECTION 1. Fire Department Fee. A monthly charge will be assessed to each water system customer based upon the size of the supply of each water meter. This fee shall be posted to Fire Department Revenue within the General Fund each month and used for expenses associated with the City's Fire Department.

SECTION 2. Calculations of Fire Department Fees. Beginning with the billing period beginning on **July 20, 2005**, each customer shall pay the following Fire Department Fee:

<u>Meter Size</u>	<u>Fire Department Fee</u>
5/8"	\$ 1.00
3/4"	1.00
1"	3.00
1 1/2"	6.00
2"	8.00
2" Turbine	10.00
3" Turbine	15.00
3" Compound	20.00
4" Compound	25.00

SECTION 3. Effective Date. This resolution shall become effective upon adoption by the City Council and approval by the Mayor.

SECTION 4. Expiration. This resolution shall remain in effect until repealed by the City Council.

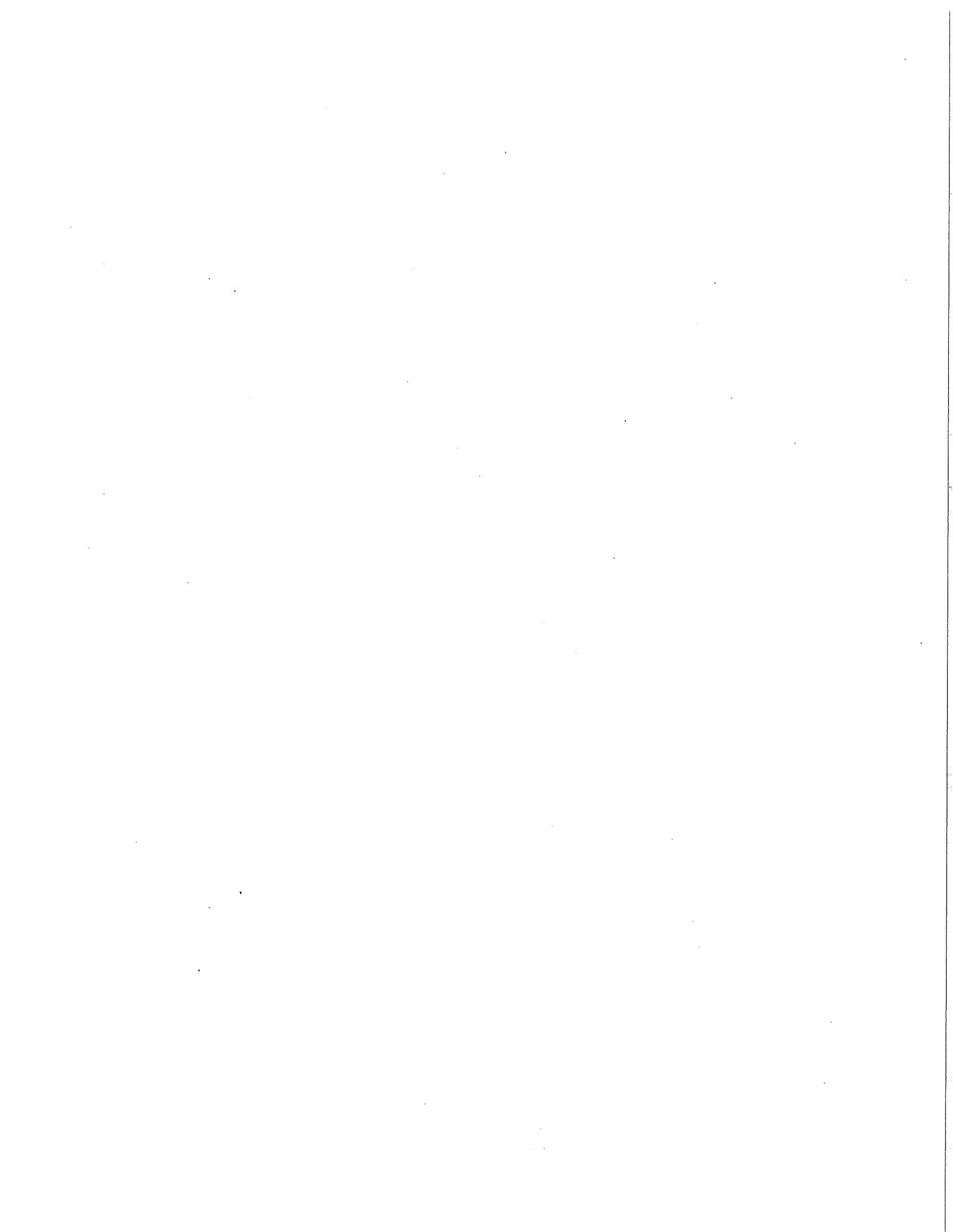
ADOPTED by the City Council this **27th** day of **June**, 2005.

APPROVED by the Mayor this **27th** day of **June**, 2005.

ATTEST:

Mayor

City Recorder



STAFF REPORT

Date Prepared: May 7, 2013

For City Council Meeting on: May 13, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Tracy Hupp

APPROVED BY: Gordon Zimmerman, City Administrator ✓

SUBJECT: Approve Expenditure for Electric Department Radio Upgrade

SYNOPSIS: The Electric Department needs to upgrade our mobile radios for all the trucks and office. They need to be upgraded to narrow band from the low band system we now have that is not working. It also will allow us to have communication with the EMS Department.

The EMS Department has donated radios that can be put in the Public Works trucks. However we need to purchase additional radios to go into the Electrical Department vehicles and the office.

Wheeler Communications provided a bid for us. After discussing it with Wheeler, I instructed them to bid for the work of the new radios and installing the ones that were donated, along with a new antenna at the office. We discussed the need for a repeater station for downriver communication but decided that we would try out the new radio system before we go that additional step of putting in a repeater with an estimated cost of \$4,000. Their proposal is attached with an estimated cost of \$7,565.

Day Wireless provided a similar bid for the City two years ago. With that information we budgeted \$16,500 for the work.

Neither bid includes a cost of \$600 for a new frequency license, nor license extensions of \$250 every ten years.

There would be a partial cost to Public Works of installation of the radios in their trucks but we would use the donated radios for that making Public Works costs minimal. This project will provide excellent communication capability for the Public Works crew within the City limits.

This has been a problem for some time as we have not had radio communication and need it. I have budgeted the money for this for two years now and have budgeted a carry over for this year in case it isn't completed before the end of our current budget. Staff would recommend

accepting Wheelers proposal. We will install the radios. We will test the radios to determine if we need a repeater for downriver communication. If we do need a repeater, we can find the place to put it and put it in at a later date.

CITY COUNCIL OPTIONS:

1. Do nothing at his time.
2. Use a kite string and two tin cans to act as a radio system.
3. Go with Wheelers quote and install the new radio system.

RECOMMENDED MOTION: "I move to accept the bid proposal from Wheeler's Communication Co. for \$7,565 for the purchase and installation of radios in the Electric Department and Public Works vehicles."

Legal Review and Opinion: N/A

Financial review and status: \$16,500 has been budgeted for this project.

WHEELER'S

COMMUNICATIONS CO. 2-WAY RADIO SERVICE

PROPOSAL FOR: Cascade Locks City Light Dept.

Attn: Tracy Hupp

ITEM	QTY	MODEL NUMBER	DESCRIPTION	UNIT PRICE	TOTAL
	1	DB224	6 db Base Antenna		\$ 730.00
	1	ICT125-12-15	15 Amp Power Supply w/housing		\$ 175.00
	1	CM200	45 Watt 4 Ch radio		\$ 385.00
	75"	LMR-400	Antenna Cable and Fittings		\$ 135.00
		Labor			\$ 300.00
			BASE	TOTAL	\$1,725.00
	6		Radio Installation Kits	\$ 130.00	\$ 690.00
			w/ antenna, power cable, bracket and acc. plug		
	5	CM200	45 Watt 4 Ch radio	\$ 490.00	\$ 2,450.00
			Includes antenna and acc. plug		
	11	Labor	Radio Installation	~\$200.00	\$ 2,200.00
			MOBILE RADIO	TOTAL	\$5,340.00

COMMENTS: Radio installation depends on type of vehicle and if vehicle has external speaker or not
Radio price would \$15.00 less if no acc. plug for external speaker

Base labor is estimate depending on antenna cable replacement
Price includes new radio for base

Proposal valid for: _____ days

Prepared by: Gary Bloom

Date: 04-13-2013

Total Equipment Cost \$ _____

Labor, Installation and Test \$ _____

Tax \$ _____

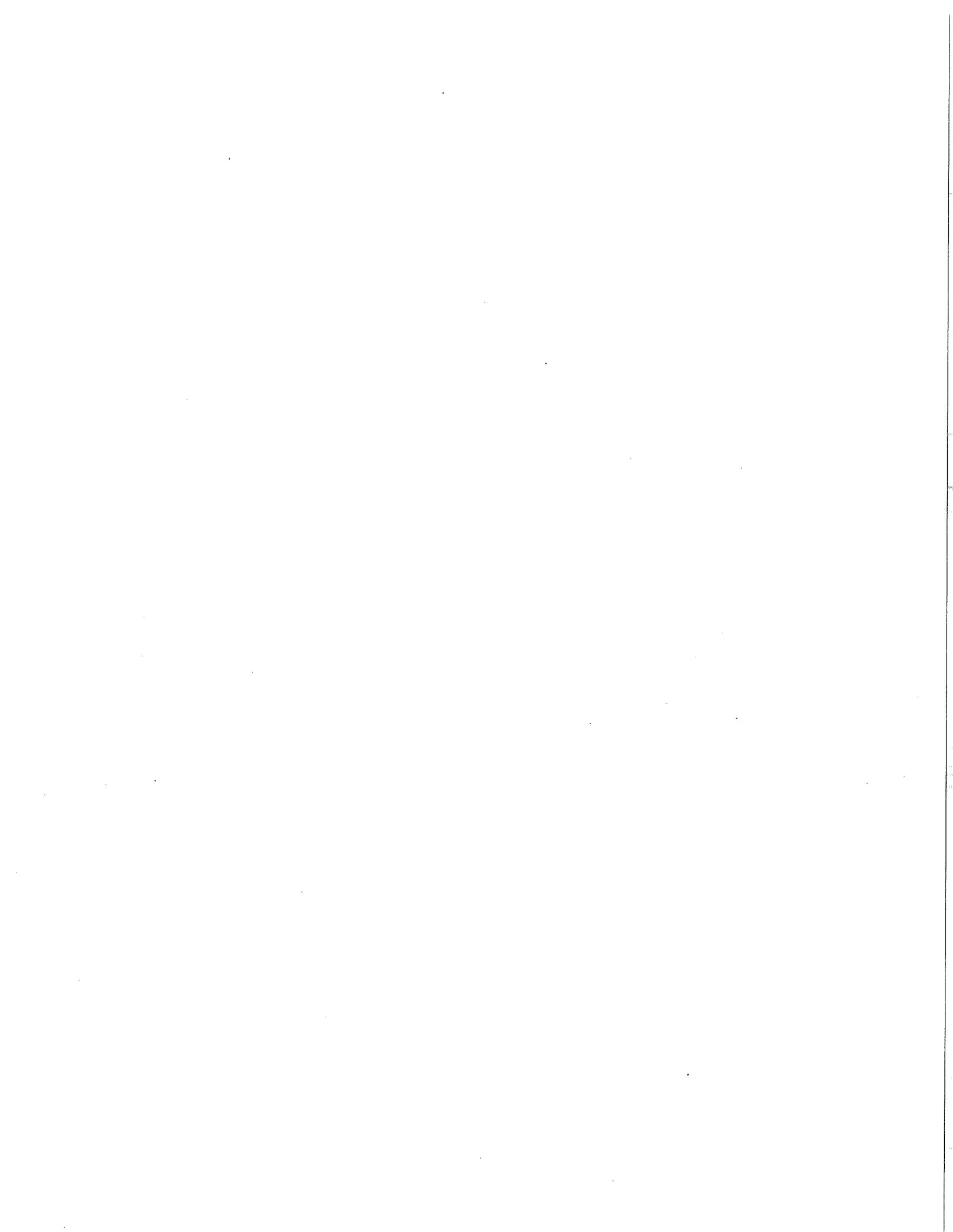
Total Purchase \$ 7,065.00

Frequency Coord./License \$ 500.00

Total \$ 7,565.00

Less Down Payment \$ _____

Amount Due \$ _____



CASCADE LOCKS STAFF REPORT

Date Prepared: May 6, 2013

For City Council Meeting on: May 13, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator



SUBJECT: Approval of Law Enforcement Services Agreement with Hood River County

SYNOPSIS: The City of Cascade Locks has had a very successful agreement with Hood River County to provide law enforcement services for the City of Cascade Locks. In essence the City pays the personnel costs for one sheriff's deputy and for that charge we are assured of 24 hours per week in town.

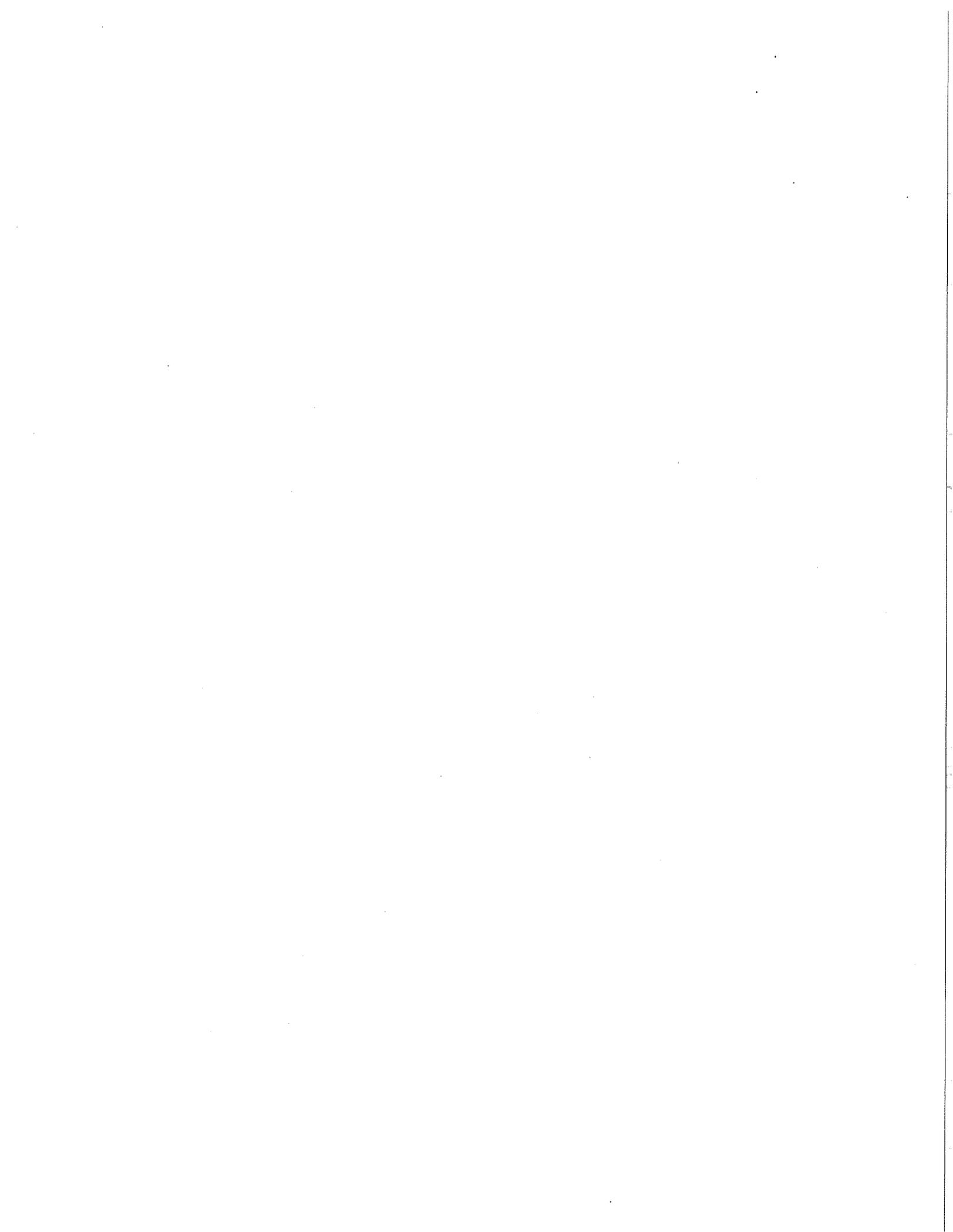
The County is asking for a slight increase this year up to \$88,000. Per the terms of the contract (Paragraph 6), the County did not provide us with the proposed contract by April 1. We did receive notice on April 24. Therefore, we did not increase the budgeted amount above this year's level. The \$867 difference will be included in the amount requested for Fiscal Year 2014-2013 (unless they do not notify the City in writing prior to April 1, 2014.)

CITY COUNCIL OPTIONS: Approve or reject the proposed agreement.

RECOMMENDATION: "I move to approve the Law Enforcement Services Agreement between the City of Cascade Locks and Hood River County for the 2013-2014 Fiscal Year."

Legal Review and Opinion: N/A

Financial Review and Status: The City has budgeted the same amount as last year since the County did not send the agreement by the committed deadline.



**CITY OF CASCADE LOCKS AND HOOD RIVER COUNTY
LAW ENFORCEMENT SERVICES AGREEMENT**

THIS AGREEMENT made and entered into this 13th day of May, 2013, by and between Hood River County Oregon, a home-rule county, and the Sheriff of Hood River County, hereinafter called "County", and the City of Cascade Locks, Oregon hereinafter called "City".

WITNESSETH

WHEREAS, the City is desirous of contracting with the County for the performance of law enforcement functions within its boundaries by the County, through the Sheriff, thereof; and,

WHEREAS, the County is agreeable, with approval of the Sheriff, to render such services on the terms and conditions hereinafter set forth; and,

WHEREAS, such contract are authorized by ORS 190.010.

NOW, THEREFORE, in consideration of mutual promises and covenants herein contained, it is agreed as follows:

1. Hood River County, Oregon and the Sheriff of Hood River County, hereby agree to provide law enforcement services to the City as provided for herein.
2. (a) The manner of performance of such service is within the discretion of the Sheriff of Hood River County, Oregon.

(b) This contract provides for a Sheriff Deputy to spend at least 24 hours per week performing law enforcement patrols within the City, excluding I-84 (not within the City limits of Cascade Locks). The parties acknowledge that the deputy may, from time to time, be required to perform duties, receive training, and attend meetings outside the City. Such activity will be kept to a minimum level practical.

(c) Additional time or coverage requested by the City in excess of the minimum hours outlined in paragraph 2(b) above are subject to an additional rate to be negotiated between the parties.
3. The rendition of such services, the standards of performance, the discipline of officers, and matter incident to the performance of such services and the control of personnel so employed, shall be the responsibility of the Sheriff.
4. For the purpose of performing said functions, the County, through the Sheriff, shall furnish and supply all necessary labor, supervision, equipment (including a minimum of one equipped patrol vehicle), communication facilities, and supplies necessary to maintain the level of services to be rendered hereunder, except as specified in Paragraph 6.

5. The contract shall continue indefinitely on an annual basis, and it may be terminated at any time by the City or by the County, acting through the Sheriff or County Board of Commissioners, by giving the other party sixty (60) days written notice.
6. The City, in this year of the agreement (Fiscal Year 2013-2014), agrees to pay the County for this service in the amount of \$88,000 at the rate of \$7333.33 per month. Payments by the City to the County may increase in subsequent years to reflect contract costs as determined by the Sheriff's Department. The County will notify the City in writing, on or before April 1st of each year, of the amount of increase for the next fiscal year. No adjustment to the previously agreed upon contract amount shall be made if the City is not notified by the County in writing on or before April 1st. All parties to this agreement understand and agree that continued operation of this contract, and the terms thereof, are dependent upon the availability, on a year-to-year basis, of sufficient funds to finance this agreement, and it is further understood that such funds are within the power and control of the budget committees and governing bodies.
7. Information to be provided to the City. The County will provide the following service and report in the time frames herein specified:
 - (a) Request of Assignment. Subject to paragraphs 2(b) and (c), the City may occasionally request the assignment of a Deputy for a specific time/event, in excess of the maximum hour outlined in paragraph 2(b) and so long as sufficient personnel is available.
 - (b) Monthly Report. A written monthly activity report will be provided to the Office of the City Administrator that includes the number of hours of service provided within and to the City in the past month.
 - (c) Invoicing and Accounting. Hood River County Sheriff's Office will provide to the City the above report fifteen (15) days after the last day of each month along with an invoice for said previous month. The City in turn will pay the invoice to the County no later than fifteen (15) days after receipt.

IN WITNESS WHEREOF, the City, by action of its City Council, causes this agreement to be signed by its Mayor and attested by its City Administrator, and County, by action of the County Commissioners, causes the Chair of the Board to sign this agreement, and be subscribed by the Sheriff of Hood River County.

Dated this 13th day of May, 2013.

CITY OF CASCADE LOCKS

HOOD RIVER COUNTY, OREGON

Mayor Tom Cramblett

Chair, Hood River Board of Commissioners

Sheriff, Hood River County

ESD Finance and Operations Sub-Committee

Meeting Minutes for 4-17-2013 18:00

Meeting called to order at 1800.

Council members present: Bobby Walker, Glenda Groves, Richard Randall

Citizen's members present: Arni Kononen, Gary Munkoff

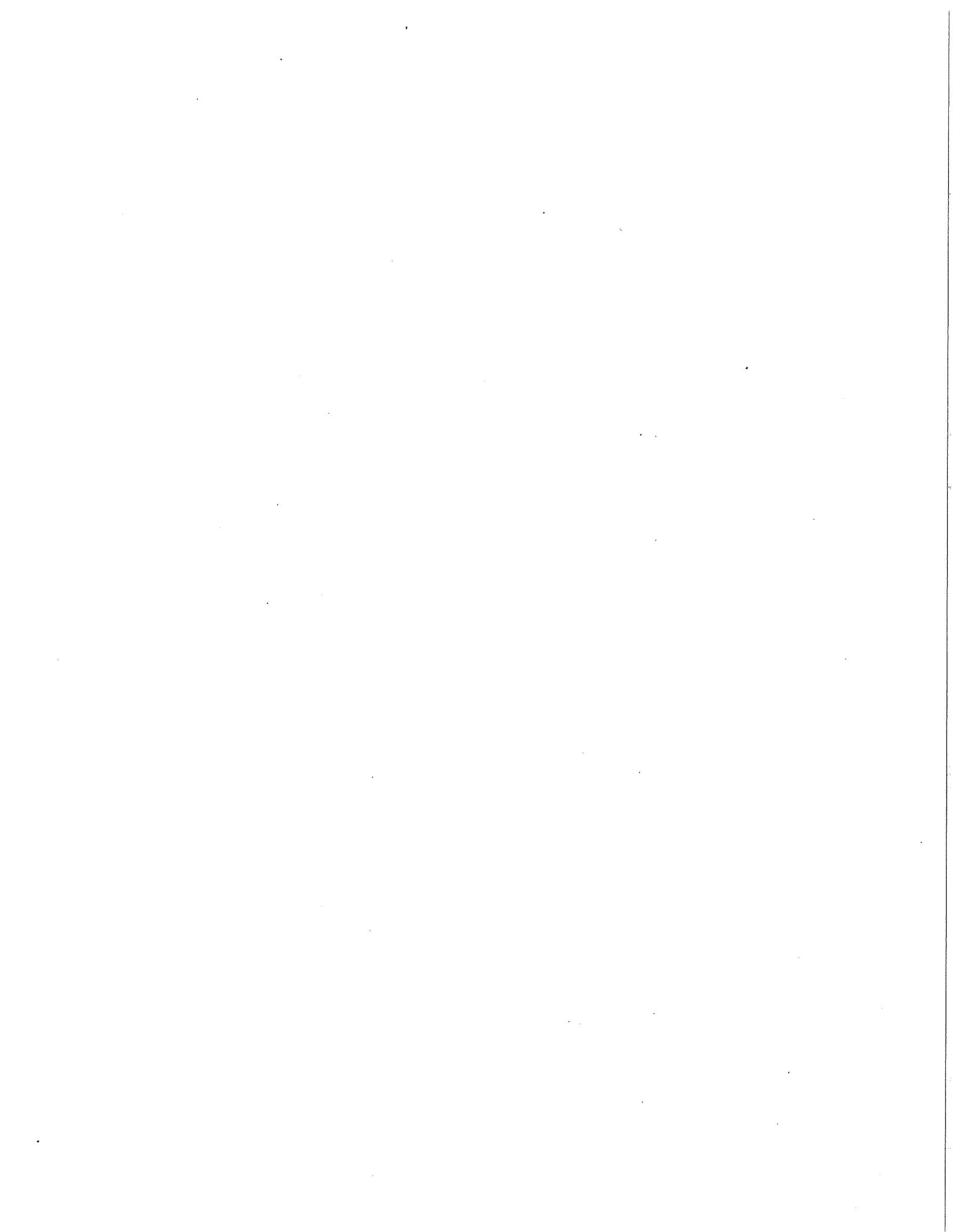
New Business:

- 1.) By a unanimous vote Arni Kononen was elected to chair this committee.**
- 2.) Briefly reviewed the committee job descriptions and that the purpose is to make recommendations to council.**
- 3.) The goals and concerns for this committee are to address the city's Emergency Services budget.**
- 4.) The group discussed billing rates of the past ten years and how they compare to our current billing rates. We discussed basics such as: when do we send a bill, how much do we bill for different types of responses both inside and outside of city limits, and also how we came to decide on our current rates. Direction was given to the Station Captain to develop a plan for clarification on our current billing policy to include a billing option for non transported patients when some services are rendered but the patient is not delivered to the hospital. Also the group will take a closer look at similar sized communities with similar services and call volume and determine if our rates, including rates for fire and rescue services meet the industry standard.**
- 5.) The group briefly discussed some response parameters for mutual aid response under the new proposed Mutual Aid Contract between neighboring counties. After a short discussion the group agreed this was a beneficial arrangement and would recommend it to be adopted by council.**

The group would like to discuss the Paid On Call Paramedic program that was previously in place and revisit its effectiveness and impact on the department's budget. They would also like to discuss all of the volunteers receiving some form of compensation and how this could be managed for effectiveness. The group would also like to review our responses to Multnomah County as covered by our current contract to decide if the current contract amount is reasonable or not.

The next meeting time will be set at a later date once information is gathered.

Meeting Adjourned 19:35



City of Cascade Locks
Administration Finance and Operations Council Sub-Committee Meeting
Wednesday, May 1, 2013
Minutes

1. Call to Order: The meeting was called to order by Mayor Tom Cramblett at 7:00 p.m. Mayor Cramblett led the pledge of allegiance.
2. Approval of Minutes: Two changes were made to the April 10 minutes:
 - A. Sandra Kelley added: "We need to determine a way to accurately reflect costs allocated to various departments."
 - B. Darlene Sullenger clarified her comments noted in the minutes. They will be changed to reflect her concerns. "When the city has parts and repairs of one vehicle totaling over \$10,000, there could have been calls made to check on the prices to see if we are paying appropriate costs. A common sense approach would be expected in the future. We continue to discuss cost overruns. They need to stop."
3. Review of Office Job Descriptions: We took a quick look at the job descriptions, but because some committee members did not have the material, we postponed this discussion to the next meeting.
4. Potential for Time Study for Administrative Staff: The committee wants to see in a general way what the people in the office do in a general way on a daily basis. City Administrator Zimmerman agreed to develop a tracking format that could be used to identify office activities. Special attention was asked to be given to what staff does when they are on City time away from the office. The desire was to keep it simple, but detailed enough to provide a accurate glimpse into the office day.
5. Review Proposals from Forensic Accountants: We received one proposal from Pauly Rogers in response to our RFP. The Committee by consensus agreed to recommend to the City Council that Pauly Rogers be hired to conduct the studies requested in an expedited manner and that the money should come from the time/work study already in the budget for this fiscal year. The proposal included review of current process and procedures for \$1900 and a review of the management of the general fund with particular attention to the administration costs spread throughout the organization for \$2700.
6. Other Matters and Concerns
 - a. The committee asked for information in the budget that outline total employee costs and the costs allocated to other departments.
 - b. The committee discussed health benefit costs and employee contributions. The Mayor indicated this would be discussed during the budget process.

- c. The committee also wants to discuss the potential for outsourcing various city functions. They asked the administrator to bring back information on outsourcing at our next meeting.
- d. Glenda Groves asked about the City's RARE student. What does she do and who is her supervisor? City Administrator Zimmerman explained that she is dedicated to the Tourism Committee and helping that committee function more effectively. Rebecca Sergeant also helps existing events to improve, is developing new events, and built the City's community calendar capabilities. She is funded completely out of the Tourism budget. The committee suggested that Rebecca give a report to the City Council on her activities.

7. Select Next Meeting Date and Time: May 14 at 7:00 p.m.

8. Adjourned at 9:05 p.m.

Submitted by City Administrator Gordon Zimmerman