

# CITY of CASCADE LOCKS

## AGENDA

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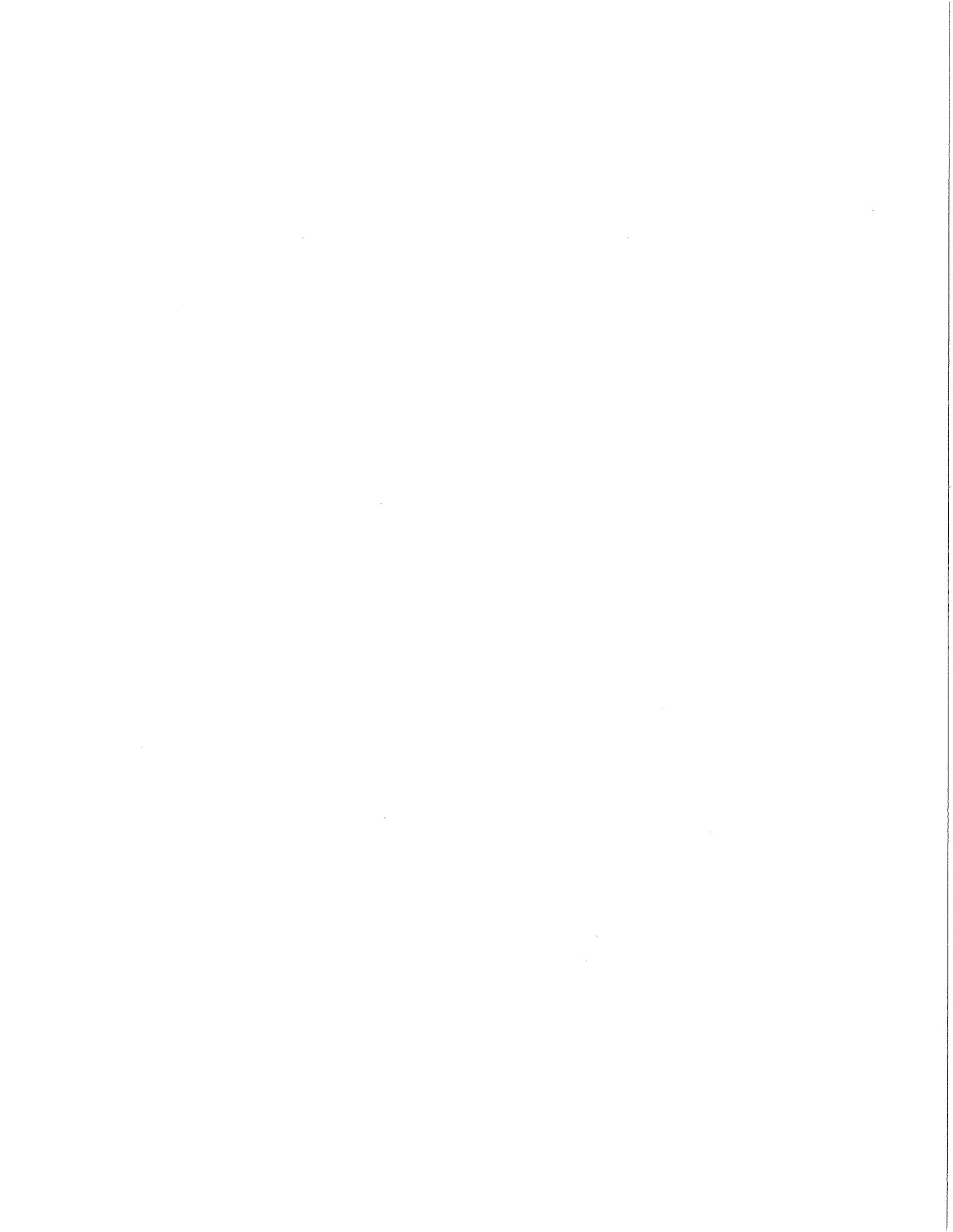
**CITY COUNCIL MEETING, Monday, October 14, 2013, 7:00 PM, CITY HALL**

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

1. **Call to Order/Pledge of Allegiance/Roll Call.**
2. **Additions or amendments to the Agenda.** (The Mayor may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged.)
3. **Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
  - a. **Approval of Minutes of September 23, 2013 Council Meeting.**
  - b. **Ratification of the Bills in the Amount of \$119,640.27.**
  - c. **Authorize Payment of BKI Invoices in the Amount of \$13,314.80.**
4. **Public Hearings. None.**
5. **Action Items:**
  - a. **Appointment to Committees.**
  - b. **Approve and have First Reading of Ordinance No. 425 an Ordinance Providing for the Regulation of Street Vendors Within the City of Cascade Locks; Requiring Registration of Street Vendors; Establishing Rules Regarding the Placement of Signs Used by Street Vendors; and Providing a Penalty for Violation.**
  - c. **Approve Grant Application for Ambulance.**
  - d. **Approve Ordering Back Up 150KVA Transformer.**
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** (Comments on matters not on the agenda or previously discussed.)
7. **Reports and Presentations.**
  - a. **City Committees.**
  - b. **City Administrator Zimmerman Report.**
  - c. **Water Master Plan Update.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session as may be required.**
11. **Adjournment.**

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



1. **Call to Order/Pledge of Allegiance/Roll Call.** Mayor Cramblett called the meeting to order at 7:00 PM. CM's Groves, Fitzpatrick (via phone), Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett were present. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, Tourism Committee Members Debbie Fine and Kayla Carron, RARE Participant Rebecca Sargeant, Heidi Bierele from Gresham Chamber of Commerce, Cody Steelman, and Camera Operator Betty Rush.
2. **Additions or amendments to the Agenda.** CA Zimmerman stated he would like to add item 5.d. Approval of Noise Ordinance Variance Permit for construction work on the Bridge of the Gods.
3. **Adoption of Consent Agenda.**
  - a. **Approval of Minutes of September 9, 2013 Council Meeting.**
  - b. **Ratification of the Bills in the Amount of \$29,625.97.**
  - c. **Approve Resolution No. 1283 Establishing Authority to Initiate Bank Account Information Changes at US Bank and Local Government Investment Pool.**

Mayor Cramblett read the list of items on the Consent Agenda. Mr. Steelman, from the audience, asked if he could speak to item c.

Mr. Steelman said he sees reports in the news all the time regarding misuse of funds. He said this resolution is an open check book to bank accounts and also to the retirement fund. He said from a management prospective he doesn't see any policy set to add accountability or explain what the purpose is for this resolution. He said he doesn't see where anybody has to authorize it. He explained that the City Administrator administrates what the Council manages. He said there has to be a system of accountability.

**Motion:** CM Helfrich moved to approve the Consent Agenda. The motion died for lack of a second.

Mayor Cramblett pulled items a. and c. from the Consent Agenda. Mayor Cramblett said he had received a voice mail message from CM Groves stating she couldn't be at the last meeting. He said he would like the minutes to show CM Groves as excused and not absent.

**Motion:** CM Busdieker moved, seconded by CM Helfrich, to approve items a. and b. of the Consent Agenda with the minutes as amended. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.

CA Zimmerman explained that currently changes are being made under the names of past employees. He said this resolution has nothing to do with retirement accounts. He said there are policies in place and this is just updating the signatures. CM Walker asked what the Local Government Pool was. CA Zimmerman explained that cities are not allowed to take equity or risky positions so all the money is put into a local government investment pool. He said this savings account gives a better interest rate than a regular bank account. CA Zimmerman explained that the regular bank account is kept at a minimum and there are times when money is transferred from the LGIP to the bank account to cover checks. He said that the City Administrator and Finance Director will make the transfers and the third name on the account is to cover if one of the others is not available. **Motion:** CM Helfrich moved, seconded by CM Busdieker, to approve Resolution No. 1283 establishing authority to initiate bank account information changes at US Bank and Local Government Investment Pool. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett. CM Helfrich thanked staff for the explanatory staff report.

4. **Public Hearings. None.**
5. **Action Items:**
  - a. **Appointment to Committees. None.**
  - b. **Adopt Resolution No. 1281 Establishing Rates for Delivery of Electrical Services Provided by the City of Cascade Locks, and Repealing Resolution No.'s 1074, 1157 and 1214.** Mr. Steelman said staff has repeatedly said that the City is allowed to take surplus revenue and use as a franchise fee. He gave a definition of surplus. He said the citizens already pay taxes for the use of the right of way. He said he has been told that the Council sets the rate with the budget. He recited ORS 225.230. He said what is stated has never been done by Council. He spoke to a cost base rate formula

being a federal law. He said the City can't charge a rate to make a profit. He explained to the Council what they were going to have to do to set the base rate and then what their options would be. Mr. Steelman said he has a stack of paperwork showing the internal transfers of funds and has his attorney reviewing those for racketeering. He said he is tired of playing games.

CA Zimmerman said there are no changes to the staff report.

CM Busdieker said she reviewed the chart showing the declining fund balance. CA Zimmerman said there is only one exception which wasn't plotted on the graph and that is the recommended rate increase from BKI of 8.5% this year and 7.5% next year to keep the fund balance level. CM Busdieker asked if the 2% growth projection was realistic. CA Zimmerman answered that it is fairly realistic per BPA. He said another number could be used and a higher percentage would make the decline steeper. He said he thought that 2% was a fair number.

CA Zimmerman stated that the electric utility in Cascade Locks is a municipal utility and not a consumer owned utility. He explained that statute requires the City to take a minimum of 3%. CM Helfrich stated this is fair practice and the City would be charging any other company. CA Zimmerman said that any other utility would be charged 5% – 7%. He said this is part of the operating costs. CM Walker asked about rates being set in the budget. CA Zimmerman said that is for a consumer owned utility and Cascade Locks is a municipal owned utility. He said under ORS 225 the City is required to set the budget every year. He said Council sets rates through resolution and the budget is changed based on the resolution. He said Council makes the decision on costs and how costs are expended in the budget.

**Motion:** CM Busdieker moved, seconded by CM Helfrich, to pass Resolution No. 1281, number 3 option, with a 4.3% increase. She said that her reasoning for choosing option 3 would be to prevent some money loss and with the imminent water rate increases, this would lessen the shock of increases all at once. She said her idea would be to implement a small increase now and review the rate issue again when the fund balance is getting really low. CM Helfrich said Council knows that there has to be rate increases. He said it isn't fair to the electric utility, taking from the beginning fund balance, and not passing on rate increases. He said Council are not the experts and should be doing what the experts, BKI, have suggested. Mayor Cramblett said he is not in favor of the motion. He said the electric utility has a reserve fund and the other utilities do not. He said he sees this as bad information in, bad information out. He said he would like to verify the numbers that BKI was given by the City. He said Council needs to look at where they can cut and not going after rates as their first option.

Mayor Cramblett said there haven't been any electric rate increases since 2006. He said had the increases asked for then been collected the City wouldn't know what to do with all that money. He said he wanted to verify how and where money has been spent. He said inventory affects these numbers also. Mayor Cramblett said he wanted more time to review in a proper way. He said he wasn't sure about the inventory and has already heard from the auditor that he isn't comfortable with how inventory is being done. CM Helfrich said the auditor has never said that the City is over purchasing in the electric department. He said the City needs to implement the computerized inventory and that is supposed to happen when the new employee is hired in the department. Mayor Cramblett said the Council hasn't spent a lot of time reviewing the inventory. He said before giving this department any more money the Council needs to see how this department is running and see what is really solid. He said we keep going in the hole and CM Helfrich is saying to give more money. CM Helfrich said the rates have to be increased. He asked if the Mayor wanted to spend another \$5,000 on an auditor that knows nothing about an electric department after spending \$40,000 on experts. Mayor Cramblett said he wanted the numbers that were given to BKI verified. He said along with verifying the numbers he also wants Council to determine where things could be tightened up in order to not increase the rates.

Mayor Cramblett said the department received a rebate of \$96,000 and extra money from the Southbank project. He asked if that money has been managed well. He said apparently that money is all gone. CM Helfrich said that money was a one-time event and absorbed. CM Helfrich said go ahead, spend the money to audit the auditor, but rates will have to be increased. He said the Mayor was telling staff that the numbers presented weren't correct. Mayor Cramblett said he just wants the numbers verified. He said everyone else is tightening up but the City isn't. He said he wants to be able to tell the citizens that everything has been reviewed and doing everything possible to tighten things up. CM Helfrich asked

CA Zimmerman what numbers the auditor would be looking at and if the funds reviewed thus far have shown any discrepancies. CA Zimmerman stated that the numbers given to BKI were the actual expenses. He said the first report from the forensic auditor was to figure out how to distribute administrative costs and that will be forwarded to the Finance Committee. He said bank statements need to be reviewed by two people and that is now being done. He said the initial review has been done for the fire station and was told by the forensic auditor that there was no fraud or misuse to report but haven't received the written report yet.

Mayor Cramblett said there is also a base charge included in this rate. He said this isn't just a rate for BPA increase but also an increase for other things. CA Zimmerman said rates were structured on generation, transmission, and a low voltage fee, which was calculated on all the costs of the electric department to come to the 3.1%. He said this is just going to cover the increase that goes into effect next week and has nothing to do with recovering any other costs. Mayor Cramblett said this is adding to a charge and to a rate. He said this is the money that is wanted and both a charge and rate are going to be increased in order to get the money that is wanted by the City. He said there is no way he is going to raise a charge or a rate at this point. CM Helfrich said this is an overall increase that has to happen or the beginning fund balance goes down. Mayor Cramblett said the Council hasn't done enough to see if this business could be run tighter. CM Helfrich suggested the 4.3% increase then if able to cut some costs later on the increase later could be less. He said that would be a win-win for everybody. He said to stay even after the BPA increase next week there has to be a 4.3% increase now.

CM Busdieker agreed that Council has to do something now. She said it seems that double checking of numbers has been done and CA Zimmerman has reviewed numbers several times for Council. Mayor Cramblett explained that double checking numbers for him is taking the time to review what the money is being spent on and determining if what is being spent is necessary. CM Busdieker said she has reviewed the budget and it looks like there have been a lot of cuts in that department from last year to this year. She said she doesn't know what else could be cut but if could figure out what to cut then may not have to raise rates later. She asked about the requirement of having one million dollars in reserves. CA Zimmerman said the target rate set is for the electric department to have one million dollars in reserves. CM Busdieker said since the Council has this target it doesn't seem to be in Council's best interest to let this fund to continue to decline. She said Council has an obligation to increase the fund.

Mayor Cramblett repeated that there is a charge and a rate included in this rate increase. He said the City cannot increase a charge without the vote of the people. He said he was referring to the monthly base fee. CA Zimmerman stated that because this is a legislative matter the Council would be allowed to do that according to the City Attorney. He explained that if the monthly base amount was to be left at the amount that it is now then the other percentages would have to accumulate the necessary funds to cover the increase in cost of power. Mayor Cramblett said the City Attorney has also said that the language is ambiguous as to whether it is a legislative issue or not and is up to Council to decide.

CA Zimmerman said he put a ten year history of inventory in the packet for Council's review. He said the amount of inventory is 10% of the total operating budget. He said if the inventory was cut in half it would only impact the budget a few percentage points.

Ms. Fine, from the audience, asked where the money was going to come from if the rates aren't increased. CA Zimmerman said that if keeping the current rates the City will lose \$60-70,000 from the beginning fund balance. He said that is dependent on the increase from BPA being what has been stated and the accuracy of the budget.

Mayor Cramblett asked about the industrial rate. CA Zimmerman explained the difference in the industrial rate and the current commercial rate. CM Helfrich asked about the amount of increase on bills if initiating the 4.31% increase. CA Zimmerman explained that the increase for the average bill would be \$4.31 per month. He said that could be adjusted by the power rate adjusting clause if implemented. CM Busdieker asked how the industrial rate compared to other areas. CA Zimmerman said BKI compared the rates of the seven utilities in the Gorge. He said an incentive was included to try to encourage business.

Mayor Cramblett said this Council is different than the last Council and states that an increase in charges will go to the people for a vote. He said this increase proposed includes a rate and a charge. CM Helfrich asked what the percentage would be if the base charge was left as is and increased only the rate. CA Zimmerman said he didn't have the figures but it would be pennies. CM Helfrich said the City Attorney has stated that this issue does not apply to municipalities with power and water rates.

The motion failed with CM's Groves, Fitzpatrick, Randall, Walker, and Mayor Cramblett opposing. CM's Helfrich and Busdieker voted in favor. CM Fitzpatrick asked when the water master plan update would be finished. CA Zimmerman said it is supposed to be finished soon but Council wouldn't know what the water rates might be until next spring. CM Fitzpatrick said he understood that the electric department would be losing reserves but the water department has no reserves. CM Walker agreed that the expenses for the water department is unknown and has no reserves. He said the electric department is running and paying its bills. He said it is doing so well that the City is trying to put surplus money away in case of a catastrophe. He said the water department is a catastrophe right now. CM Walker said there is going to be quite an increase in the water rate. He agreed with the Mayor that the City isn't doing everything possible to save money and the water needs to be figured out first. He said he would rather the electric rates stay as they are and get the water situation figured out first. Mayor Cramblett said he knew electric rate increases had to happen but wants to go beyond what the Budget Committee did. He said the citizens have to pay for all this but it is Council's job to go the extra mile to figure out what it costs to run all the departments. He said he wants more verification on numbers.

CM Walker said the City is no closer now than before on the work order system. CA Zimmerman said the City has the computer and training on software is taking place. He said the target date for implementation is the end of December.

**Motion:** CM Randall moved, seconded by CM Groves, to approve Resolution No. 1281 with no rate increase for now until we can figure out something and establish the industrial rate and power cost adjustment clause.

CM Randall said this issue has been articulated very well and stated that his position is for Council to have time to review everything. He said a lot of money is going to be needed for the water system. He said the citizens know that increases are coming and urged Council to move cautiously.

CM Busdieker said it is reasonable to wait on water as it is the bigger problem but the electric rates are being increased next week by BPA. She said waiting until spring is bothersome. CM Helfrich said it isn't prudent for this Council to allow the beginning fund balance to decrease \$60-70,000.

The motion passed with CM's Groves, Fitzpatrick, Randall, Walker, and Mayor Cramblett voting favor. CM's Helfrich and Busdieker opposed the motion.

c. **Adopt Resolution No. 1282 Establishing Rules for the Meetings, Proceedings and Business of the City Council of the City of Cascade Locks, Oregon and Repealing Resolution No. 1250.** **Motion:** CM Helfrich moved, seconded by CM Randall, to adopt Resolution No. 1282 establishing rules for the meetings, proceedings and business of the City Council of the City of Cascade Locks, Oregon and repealing Resolution No. 1250. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.

d. **Permission for Noise Variance Permit (added).** CA Zimmerman explained that construction work would be continuous on the Bridge of the Gods and the noise ordinance allows for construction noise to be from 7:00 AM to 7:00 PM. **Motion:** CM Randall moved, seconded by CM Walker, to approve a noise permit variance for the construction to repair the Bridge of the Gods from October through January 2014. The motion was passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett. CM Busdieker asked if the Best Western was aware of this. CA Zimmerman said he didn't know who the Port had contacted.

6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community. None.**

7. **Reports and Presentations.**

a. **City Committees.** Tourism Chair Carron reported on the Historic Highway Celebration. Mayor Cramblett said this was a huge effort and appreciated all who participated in this event.

b. **Heidi Beierle – Gresham Chamber of Commerce.** Ms. Bierele said that Gresham Chamber of Commerce is working on bike tourism and would like Cascade Locks to be a part of the conversations. She said there is a meeting scheduled for November 13<sup>th</sup> and would like to see Cascade Locks participate. She said a hospitality group is meeting on October 9<sup>th</sup> and asked if Cascade Locks wanted to provide input into the process and be a part of the creation. Mayor Cramblett said Council was on board with that and suggested Ms. Beierle speak to the Tourism Committee.

c. **City Administrator Zimmerman Report.** CA Zimmerman reported on the Historic Highway Celebration, the construction on Regulator Street, street vendor enforcement, hazardous waste collection, and the Cascade Locks Community Health Center Open House. Mayor Cramblett said he would speak with the Finance Committee members and choose a date for the next meeting. CA Zimmerman said this is the last week for the public works seasonal employee Megan Webb. He said she has done an outstanding job for the City. He said he would be at the LOC Conference this Thursday through Saturday and on vacation the following week. CA Zimmerman said he included Electrical Superintendent Hupp's report on the neutral project.

8. **Mayor and City Council Comments.** CM Busdieker said the Historic Highway Celebration was a real good way to show off Cascade Locks. CM Walker said a lot of people worked hard on this event and wanted to thank everyone for their hard work. CM Randall said he was blocking the north end of the Bridge of the Gods during the bridge walk and got to talk to a lot of people and comments were made that this is something the community should build on. He said it was good to see all the involvement. Mayor Cramblett spoke about the Bridge Walk. He said he appreciated the businesses and the City for sprucing up the City. He said he appreciated everyone involved with this event.

9. **Other matters. None.**

10. **Executive Session as may be required. None.**

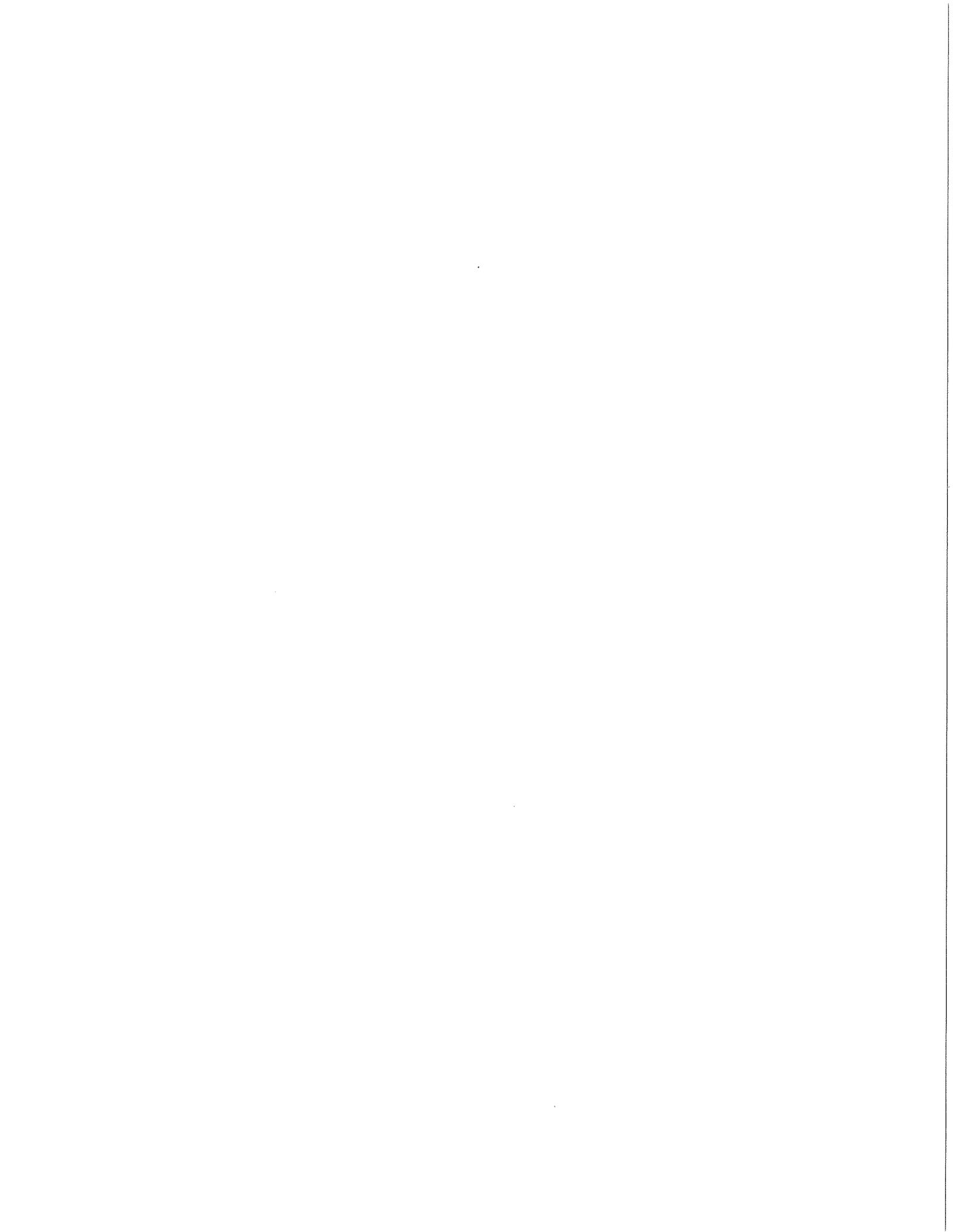
11. **Adjournment. Motion:** CM Helfrich moved, seconded by CM Randall, to adjourn. The motion was passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett. The meeting was adjourned at 8:56 PM.

Prepared by  
Kathy Woosley, City Recorder

APPROVED:

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Tom Cramblett, Mayor



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:
9/30/2013	Month End AP	\$ 81,985.79
10/2/2013	Special AP	\$ 385.00
10/4/2013	Gross Payroll	\$ 37,269.48

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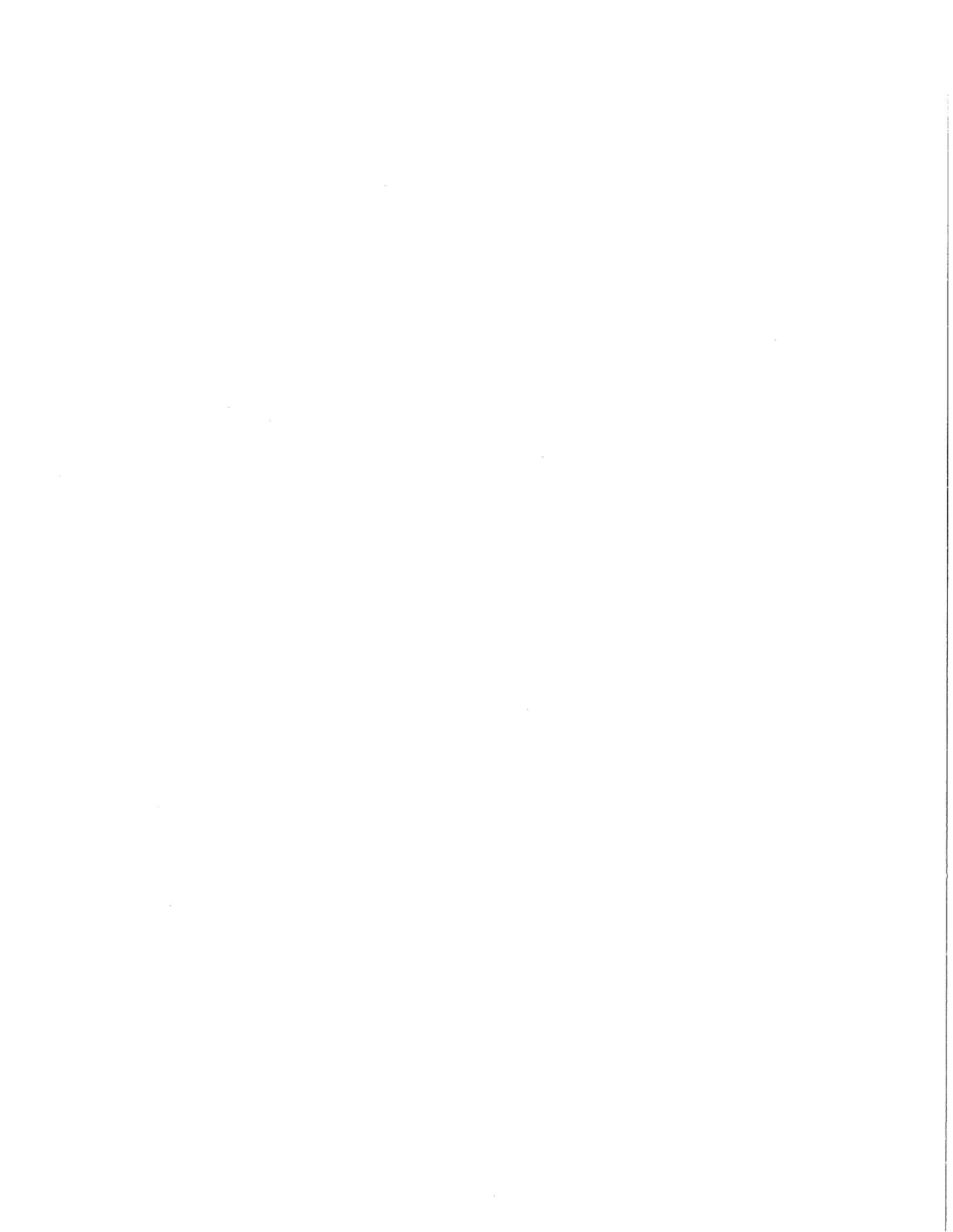
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GRAND TOTAL \$ 119,640.27

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APPROVAL:

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Mayor



Report Criteria:  
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
3981	09/13	09/26/2013	310	487-1040	Belo Management Services Inc.	Programming	4140562740	105.60
Total 3981:								
3982	09/13	09/26/2013	6839	81194432	Bound Tree Medical, LLC	Meds/supplies	0540562851	773.08
Total 3982:								
3983	09/13	09/26/2013	790	313228414 9	CENTURYLINK	Lift Station	3140562050	36.72
3983	09/13	09/26/2013	790	313230273 9	CENTURYLINK	Fire Department Phones	0540562050	186.25
3983	09/13	09/26/2013	790	313401451 9	CENTURYLINK	WWTP	3140562050	115.49
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3983	09/13	09/26/2013	790	313470082 9	CENTURYLINK	City Hall Phones	3142162050	102.73
3983	09/13	09/26/2013	790	313470082 9	CENTURYLINK	City Hall Phones	3142162050	158.50
3983	09/13	09/26/2013	790	313785538	CENTURYLINK	Sewer	2140562050	235.92
3983	09/13	09/26/2013	790	313891134 9	CENTURYLINK	Emergency After Hours	5140562050	41.98
3983	09/13	09/26/2013	790	313891134 9	CENTURYLINK	Emergency After Hours	5140562050	27.98
Total 3983:								
3984	09/13	09/26/2013	800	320153997 9	CENTURYLINK COMMUNICATIONS, IN	Business Anytime	2140562050	8.66
Total 3984:								
3985	09/13	09/26/2013	1530	8255-9217 9/	DISH NETWORK	Programming	4140562740	400.00
Total 3985:								
3986	09/13	09/26/2013	1620	140	EFFICIENCY SERVICES GROUP, LLC	Admin Fees	5140562139	750.00
Total 3986:								
3987	09/13	09/26/2013	2020	1211262	GENERAL PACIFIC INC.	Aluminum Letters	5140662770	68.58
3987	09/13	09/26/2013	2020	1211363	GENERAL PACIFIC INC.	Pin Pole Top	5140562770	145.65
3987	09/13	09/26/2013	2020	1211363	GENERAL PACIFIC INC.	Wife, parts	5141562009	4,762.40

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
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3988	09/13	09/26/2013	2080	1-5066407	GLOBALSTAR	Sat Phone	0540562050	27.22
Total 3988:								27.22
3989	09/13	09/26/2013	2320	B474350	HD Supply Waterworks, LTD.	Fittings	2140562560	203.06
Total 3989:								203.06
3990	09/13	09/26/2013	2420	09/2013 DL	HOOD RIVER CO. - FINANCE	Dog License	0121011	34.00
3990	09/13	09/26/2013	2420	09/2013 DL	HOOD RIVER CO. - FINANCE	Dog License	0130143280	1.00-
3990	09/13	09/26/2013	2420	6905	HOOD RIVER CO. - FINANCE	August Deputy Service	0141962250	7,261.00
Total 3990:								7,294.00
3991	09/13	09/26/2013	2680	092013	HUPP JR., TRACY N.	Reimburse Mileage to PUC Mtg	5140562020	50.85
Total 3991:								50.85
3992	09/13	09/26/2013	6834	080213	Lillian Keller	Energy Efficiency Rebate	5140562140	15.00
Total 3992:								15.00
3993	09/13	09/26/2013	4020	ME112424	ODOT-FUEL SALES	Fuel	0140162020	1.74
3993	09/13	09/26/2013	4020	ME112424	ODOT-FUEL SALES	Fuel	0140462530	113.56
3993	09/13	09/26/2013	4020	ME112424	ODOT-FUEL SALES	Fuel	0340562530	16.82
3993	09/13	09/26/2013	4020	ME112424	ODOT-FUEL SALES	Fuel	0540562420	672.53
3993	09/13	09/26/2013	4020	ME112424	ODOT-FUEL SALES	Fuel	0840562020	8.88
3993	09/13	09/26/2013	4020	ME112424	ODOT-FUEL SALES	Fuel	2140562530	199.10
3993	09/13	09/26/2013	4020	ME112424	ODOT-FUEL SALES	Fuel	2142162020	.52
3993	09/13	09/26/2013	4020	ME112424	ODOT-FUEL SALES	Fuel	3140562530	18.75
3993	09/13	09/26/2013	4020	ME112424	ODOT-FUEL SALES	Fuel	3142162020	.37
3993	09/13	09/26/2013	4020	ME112424	ODOT-FUEL SALES	Fuel	5140562200	625.82
3993	09/13	09/26/2013	4020	ME112424	ODOT-FUEL SALES	Fuel	5140662200	625.81
3993	09/13	09/26/2013	4020	ME112424	ODOT-FUEL SALES	Fuel	5142162020	1.49
Total 3993:								2,285.39

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
3994	09/13	09/26/2013	4090	57417	OPERATIONS MANAGEMENT INTERN	Repairs	3140562110	172.42
3994	09/13	09/26/2013	4090	57421	OPERATIONS MANAGEMENT INTERN	October Services	3140562700	7,250.00
Total 3994: 7,422.42								
3995	09/13	09/26/2013	4620	9963274-SP	PITNEY BOWES - RENTAL	Rental	0140162120	36.18
3995	09/13	09/26/2013	4620	9963274-SP	PITNEY BOWES - RENTAL		0540562120	22.94
3995	09/13	09/26/2013	4620	9963274-SP	PITNEY BOWES - RENTAL		2142162120	22.94
3995	09/13	09/26/2013	4620	9963274-SP	PITNEY BOWES - RENTAL		3142162120	19.03
3995	09/13	09/26/2013	4620	9963274-SP	PITNEY BOWES - RENTAL		5142162121	48.33
Total 3995: 147.42								
3996	09/13	09/26/2013	6857	106485	Rescue Source (DBA)	Safety rope/radio case	0540563025	133.58
Total 3996: 133.58								
3997	09/13	09/26/2013	6780	17163618	Rich Americas Corporation	Lease	0140162120	58.10
3997	09/13	09/26/2013	6780	17163618	Rich Americas Corporation	Lease	0540562120	36.85
3997	09/13	09/26/2013	6780	17163618	Rich Americas Corporation	Lease	2142162120	36.85
3997	09/13	09/26/2013	6780	17163618	Rich Americas Corporation	Lease	3142162120	30.57
3997	09/13	09/26/2013	6780	17163618	Rich Americas Corporation	Lease	5142162121	74.43
Total 3997: 236.80								
3998	09/13	09/26/2013	5280	2013-341IN	SHRED THREADS	Shirts	0540562029	521.40
Total 3998: 521.40								
3999	09/13	09/26/2013	5510	8026995792	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140162010	49.56
3999	09/13	09/26/2013	5510	8026995792	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140262010	4.89
3999	09/13	09/26/2013	5510	8026995792	STAPLES CONTRACT & COMMERCIA	Shredder	0540562010	99.95
3999	09/13	09/26/2013	5510	8026995792	STAPLES CONTRACT & COMMERCIA	Office Supplies	0542162010	1.28
3999	09/13	09/26/2013	5510	8026995792	STAPLES CONTRACT & COMMERCIA	Paper	0840562010	12.02
3999	09/13	09/26/2013	5510	8026995792	STAPLES CONTRACT & COMMERCIA	Office Supplies	2142162010	24.67
3999	09/13	09/26/2013	5510	8026995792	STAPLES CONTRACT & COMMERCIA	Office Supplies	3142162010	24.46
3999	09/13	09/26/2013	5510	8026995792	STAPLES CONTRACT & COMMERCIA	Office Supplies	5142162010	107.83
Total 3999: 324.56								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4000	09/13	09/26/2013	4910	400253900D	Tapani Underground Inc.	Refund Deposit	5121130	222.61
Total 4000: 222.61								
4001	09/13	09/26/2013	5960	973917	TRAFFIC SAFETY SUPPLY CO.	Work Zone Signs	5140563690	305.89
4001	09/13	09/26/2013	5960	973917	TRAFFIC SAFETY SUPPLY CO.	Work Zone Signs	5140663690	305.89
Total 4001: 611.78								
4002	09/13	09/26/2013	6070	858561	TWGW, INC NAPA AUTO PARTS	Screw Ext. Stop Leak	5140562201	6.99
4002	09/13	09/26/2013	6070	858561	TWGW, INC NAPA AUTO PARTS	Screw Ext. Stop Leak	5140563770	53.87
4002	09/13	09/26/2013	6070	859322	TWGW, INC NAPA AUTO PARTS	Oil/Filter	2140562441	96.84
4002	09/13	09/26/2013	6070	859322	TWGW, INC NAPA AUTO PARTS	Oil/Filter	3140562441	96.83
4002	09/13	09/26/2013	6070	859801	TWGW, INC NAPA AUTO PARTS	Oil Filter, Hyd Fl, Lubricant	5140562201	59.96
4002	09/13	09/26/2013	6070	859801	TWGW, INC NAPA AUTO PARTS	Oil Filter, Hyd Fl, Lubricant	5140662201	59.96
4002	09/13	09/26/2013	6070	859906	TWGW, INC NAPA AUTO PARTS	Terminal, Drain Plug Gasket	0540562441	4.96
4002	09/13	09/26/2013	6070	860249	TWGW, INC NAPA AUTO PARTS	Flares	0540562350	143.28
4002	09/13	09/26/2013	6070	860249	TWGW, INC NAPA AUTO PARTS	Lubricant, Knob	0540562441	30.97
4002	09/13	09/26/2013	6070	860546	TWGW, INC NAPA AUTO PARTS	radiator stop leak	5140562201	3.99
4002	09/13	09/26/2013	6070	860582	TWGW, INC NAPA AUTO PARTS	Screws and Nuts	5140562201	14.04
4002	09/13	09/26/2013	6070	860810	TWGW, INC NAPA AUTO PARTS	Hydraulic Fluid	5140562200	131.94
4002	09/13	09/26/2013	6070	860810	TWGW, INC NAPA AUTO PARTS	Hydraulic Fluid	5140662200	131.94
4002	09/13	09/26/2013	6070	860811	TWGW, INC NAPA AUTO PARTS	Hydraulic Fluid	2140562560	43.98
4002	09/13	09/26/2013	6070	860811	TWGW, INC NAPA AUTO PARTS	Hydraulic Fluid	3140562560	43.98
4002	09/13	09/26/2013	6070	860813	TWGW, INC NAPA AUTO PARTS	Funnel	5140562201	2.83
Total 4002: 926.36								
4003	09/13	09/26/2013	6110	09/13 UBS	U.S. POSTAL SERVICE	UB Postage	0542162055	6.93
4003	09/13	09/26/2013	6110	09/13 UBS	U.S. POSTAL SERVICE	UB Postage	2142162055	29.53
4003	09/13	09/26/2013	6110	09/13 UBS	U.S. POSTAL SERVICE	UB Postage	3142162055	44.93
4003	09/13	09/26/2013	6110	09/13 UBS	U.S. POSTAL SERVICE	UB Postage	5142162055	175.38
Total 4003: 256.77								
4004	09/13	09/26/2013	6210	153632	USA BLUEBOOK	Liquid DPD1A	2140562560	31.99
Total 4004: 31.99								
4005	09/13	09/26/2013	6858	B25405	Wet Planet	3-day swift water rescue course	0540562020	712.62

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 4005:								
4006	09/13	09/26/2013	6660	092313	WINNETT, LAWRENCE EDWARD	Repair ch 7	4140562570	350.00
Total 4006:								
Total 4007:								
4007	09/13	09/26/2013	6690	092113	WOOSLEY, KATHY	Reimburse Expenses for Conference	0140162020	72.19
4007	09/13	09/26/2013	6690	092113	WOOSLEY, KATHY	Reimburse Expenses for Conference	2142162020	21.55
4007	09/13	09/26/2013	6690	092113	WOOSLEY, KATHY	Reimburse Expenses for Conference	3142162020	15.40
4007	09/13	09/26/2013	6690	092113	WOOSLEY, KATHY	Reimburse Expenses for Conference	5142162020	61.93
Total 4007:								
4008	09/13	09/27/2013	580	CARR 10/1/1	CARR, SHIRLEY	Brochure Delivery	0840562101	500.00
Total 4008:								
Total 9261301:								
9261301	09/13	09/26/2013	6080	1536020610	U S BANK	Bank Fees	0140162110	52.00
9261301	09/13	09/26/2013	6080	1536020610	U S BANK	Bank Fees	0542162110	4.00
9261301	09/13	09/26/2013	6080	1536020610	U S BANK	Bank Fees	2142162110	14.00
9261301	09/13	09/26/2013	6080	1536020610	U S BANK	Bank Fees	3142162110	17.00
9261301	09/13	09/26/2013	6080	1536020610	U S BANK	Bank Fees	5142162110	123.63
Total 9261301:								
Total 9261302:								
9261302	09/13	09/26/2013	6090	2305 9/13	U S BANK CC	Sept Visas	0140462540	32.99
9261302	09/13	09/26/2013	6090	2305 9/13	U S BANK CC	Sept Visas	0340562560	172.28
9261302	09/13	09/26/2013	6090	2305 9/13	U S BANK CC	Sept Visas	0840562010	30.69
Total 9261302:								
9261303	09/13	09/26/2013	6090	8773 9/13	U S BANK CC	Sept Visas	0140162010	21.66
9261303	09/13	09/26/2013	6090	8773 9/13	U S BANK CC	Sept Visas	0140262010	2.14
9261303	09/13	09/26/2013	6090	8773 9/13	U S BANK CC	Sept Visas	0540562022	385.56
9261303	09/13	09/26/2013	6090	8773 9/13	U S BANK CC	Sept Visas	0542162010	.56
9261303	09/13	09/26/2013	6090	8773 9/13	U S BANK CC	Sept Visas	2142162010	10.78
9261303	09/13	09/26/2013	6090	8773 9/13	U S BANK CC	Sept Visas	3142162010	10.69
9261303	09/13	09/26/2013	6090	8773 9/13	U S BANK CC	Sept Visas	5142162010	47.14

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 9261303:								
9261304	09/13	09/26/2013	6090	2974 9/13	U S BANK CC	Sept Visas	0540562050	478.53
Total 9261304:								
9261305	09/13	09/26/2013	3650	S1360527	NATIONAL CABLE TELEVISION COOP.	24502 Cable T10 500 PE Jkt Flooded U/	4140562560	1,087.94
Total 9261305:								
9261306	09/13	09/26/2013	440	AUG13-PWR	BPA	Power Bill	5140562820	33,666.00
9261306	09/13	09/26/2013	440	AUG13-PWR	BPA	Power Bill	5140662820	7,027.00
Total 9261306:								
9261307	09/13	09/26/2013	440	AUG13-TRN	BPA	Transmission Bill	5140562821	6,934.00
9261307	09/13	09/26/2013	440	AUG13-TRN	BPA	Transmission Bill	5140662821	1,457.00
Total 9261307:								
9261308	09/13	09/26/2013	6090	8827 9/13	U S BANK CC	Sept Visas	5140562750	234.01
Total 9261308:								
Grand Totals:								81,985.79

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	1.00	7,879.11-	7,878.11-
01-21011	34.00	.00	34.00
01-301-43280	.00	1.00-	1.00-
01-401-62010	71.22	.00	71.22
01-401-62020	73.93	.00	73.93
01-401-62050	139.70	.00	139.70
01-401-62110	52.00	.00	52.00
01-401-62120	94.28	.00	94.28
01-402-62010	7.03	.00	7.03
01-404-62530	113.56	.00	113.56
01-404-62540	32.39	.00	32.39
01-419-62250	7,261.00	.00	7,261.00
03-21010	.00	189.10-	189.10-
03-405-62530	16.82	.00	16.82
03-405-62560	172.28	.00	172.28
05-21010	.00	3,728.95-	3,728.95-
05-405-62010	99.95	.00	99.95
05-405-62020	712.62	.00	712.62
05-405-62022	385.56	.00	385.56
05-405-62029	521.40	.00	521.40
05-405-62050	178.46	.00	178.46
05-405-62120	59.79	.00	59.79
05-405-62350	143.28	.00	143.28
05-405-62351	773.08	.00	773.08
05-405-62420	672.53	.00	672.53
05-405-62441	35.93	.00	35.93
05-405-63025	133.58	.00	133.58
05-421-62010	1.84	.00	1.84
05-421-62055	6.93	.00	6.93
05-421-62110	4.00	.00	4.00
08-21010	.00	551.59-	551.59-
08-405-62010	42.71	.00	42.71
08-405-62020	8.88	.00	8.88
08-405-62101	500.00	.00	500.00
21-21010	.00	1,166.48-	1,166.48-
21-405-62050	244.58	.00	244.58
21-405-62441	96.84	.00	96.84
21-405-62530	199.10	.00	199.10

GL Account	Debit	Credit	Proof
21-405-62560	279.03	.00	279.03
21-421-62010	35.45	.00	35.45
21-421-62020	22.07	.00	22.07
21-421-62050	186.09	.00	186.09
21-421-62055	29.53	.00	29.53
21-421-62110	14.00	.00	14.00
21-421-62120	59.79	.00	59.79
31-21010	.00	7,999.37-	7,999.37-
31-405-62050	152.21	.00	152.21
31-405-62110	172.42	.00	172.42
31-405-62441	96.83	.00	96.83
31-405-62530	18.75	.00	18.75
31-405-62560	43.98	.00	43.98
31-405-62700	7,250.00	.00	7,250.00
31-421-62010	35.15	.00	35.15
31-421-62020	15.77	.00	15.77
31-421-62050	102.73	.00	102.73
31-421-62055	44.93	.00	44.93
31-421-62110	17.00	.00	17.00
31-421-62120	49.60	.00	49.60
41-21010	.00	1,943.54-	1,943.54-
41-405-62560	1,087.94	.00	1,087.94
41-405-62570	350.00	.00	350.00
41-405-62740	505.60	.00	505.60
51-21010	.00	58,528.65-	58,528.65-
51-21130	222.61	.00	222.61
51-405-62020	50.85	.00	50.85
51-405-62050	41.98	.00	41.98
51-405-62139	750.00	.00	750.00
51-405-62140	15.00	.00	15.00
51-405-62200	757.76	.00	757.76
51-405-62201	87.81	.00	87.81
51-405-62750	234.01	.00	234.01
51-405-62770	145.65	.00	145.65
51-405-62820	33,666.00	.00	33,666.00
51-405-62821	6,934.00	.00	6,934.00
51-405-63690	305.89	.00	305.89
51-405-63770	53.87	.00	53.87
51-406-62050	27.98	.00	27.98
51-406-62200	757.75	.00	757.75

GL Account	Debit	Credit	Proof
51-406-62201	59.96	.00	59.96
51-406-62770	68.58	.00	68.58
51-406-62820	7,027.00	.00	7,027.00
51-406-62821	1,457.00	.00	1,457.00
51-406-63690	305.89	.00	305.89
51-415-62009	4,762.40	.00	4,762.40
51-421-62010	154.97	.00	154.97
51-421-62020	63.42	.00	63.42
51-421-62050	158.50	.00	158.50
51-421-62055	175.38	.00	175.38
51-421-62110	123.63	.00	123.63
51-421-62121	120.76	.00	120.76
<b>Grand Totals:</b>	<b>81,987.79</b>	<b>81,987.79-</b>	<b>.00</b>

Report Criteria:  
 Report type: GL detail

Report Criteria:  
Report type: GL detail

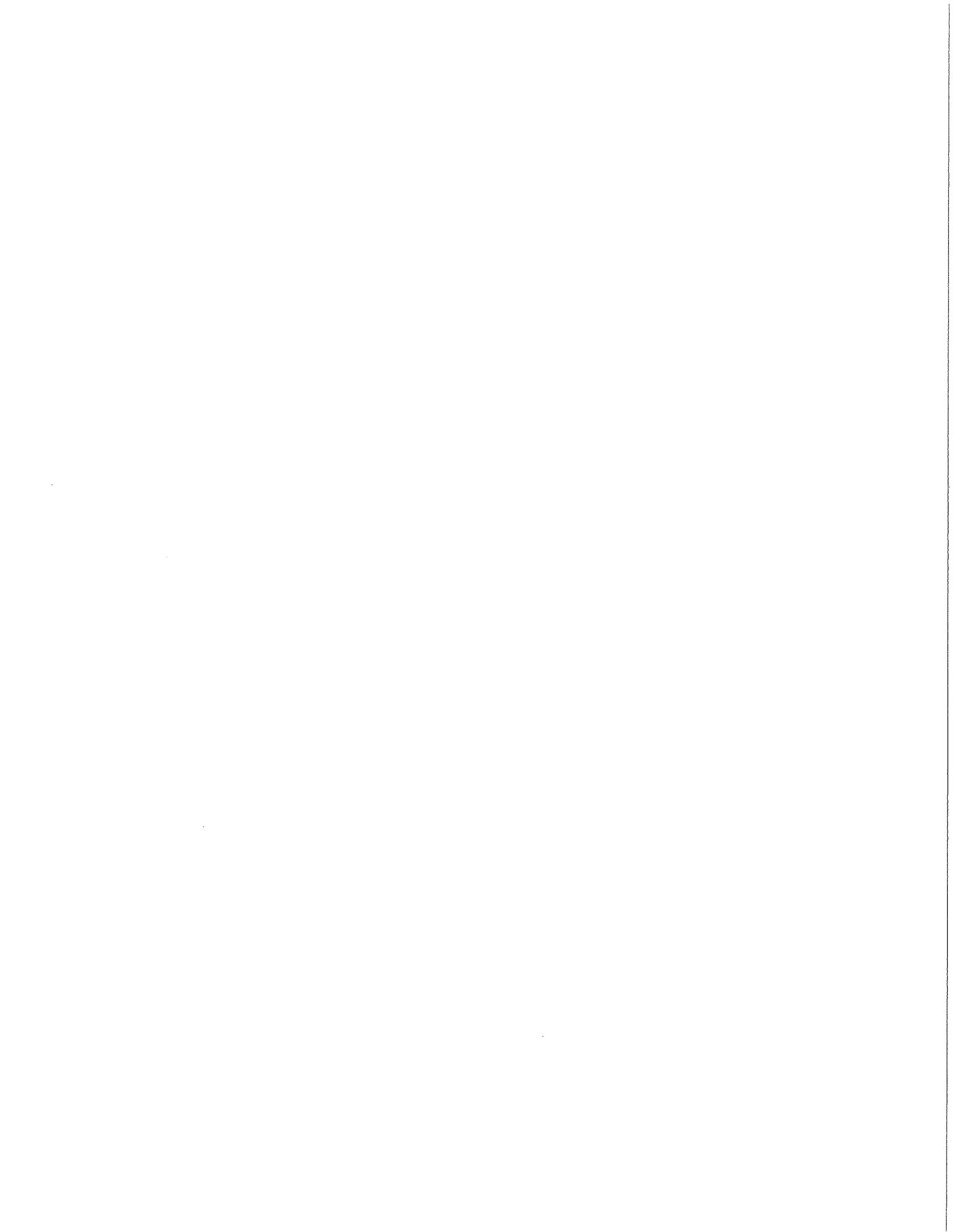
Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4022	10/13	10/02/2013	4910	1021795DEP	Refund Customer Deposits	Refund Deposit	2130543700	30.00
4022	10/13	10/02/2013	4910	1021795DEP	Refund Customer Deposits	Refund Deposit	2130543700	30.00- V
4022	10/13	10/02/2013	4910	1021795DEP	Refund Customer Deposits	Refund Deposit	4130543700	25.00
4022	10/13	10/02/2013	4910	1021795DEP	Refund Customer Deposits	Refund Deposit	4130543700	25.00- V
4022	10/13	10/02/2013	4910	1021795DEP	Refund Customer Deposits	Refund Deposit	5121130	300.00
4022	10/13	10/02/2013	4910	1021795DEP	Refund Customer Deposits	Refund Deposit	5121130	300.00- V
4022	10/13	10/02/2013	4910	1021795DEP	Refund Customer Deposits	Refund Deposit	5130543860	30.00
4022	10/13	10/02/2013	4910	1021795DEP	Refund Customer Deposits	Refund Deposit	5130543860	30.00- V
Total 4022:								.00
4023	10/13	10/02/2013	4910	1021795DEP	Chris Dawson	Refund Water Connect	2130543700	30.00
4023	10/13	10/02/2013	4910	1021795DEP	Chris Dawson	Refund CATV Connect	4130543700	25.00
4023	10/13	10/02/2013	4910	1021795DEP	Chris Dawson	Refund Deposit	5121130	300.00
4023	10/13	10/02/2013	4910	1021795DEP	Chris Dawson	Refund Elec Connect	5130543860	30.00
Total 4023:								385.00
Grand Totals:								385.00

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
21-21010	30.00	60.00-	30.00-
21-305-43700	60.00	30.00-	30.00
41-21010	25.00	50.00-	25.00-
41-305-43700	50.00	25.00-	25.00
51-21010	330.00	660.00-	330.00-
51-21130	600.00	300.00-	300.00
51-305-43860	60.00	30.00-	30.00
<b>Grand Totals:</b>	<b>1,155.00</b>	<b>1,155.00-</b>	<b>.00</b>

Report Criteria:

Report type: GL detail



AGENDA ITEM NO: 3.a

## CASCADE LOCKS STAFF REPORT

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Date Prepared: September 24, 2013, Updated October 7

For City Council Meeting on: October 14, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: BKI Invoice

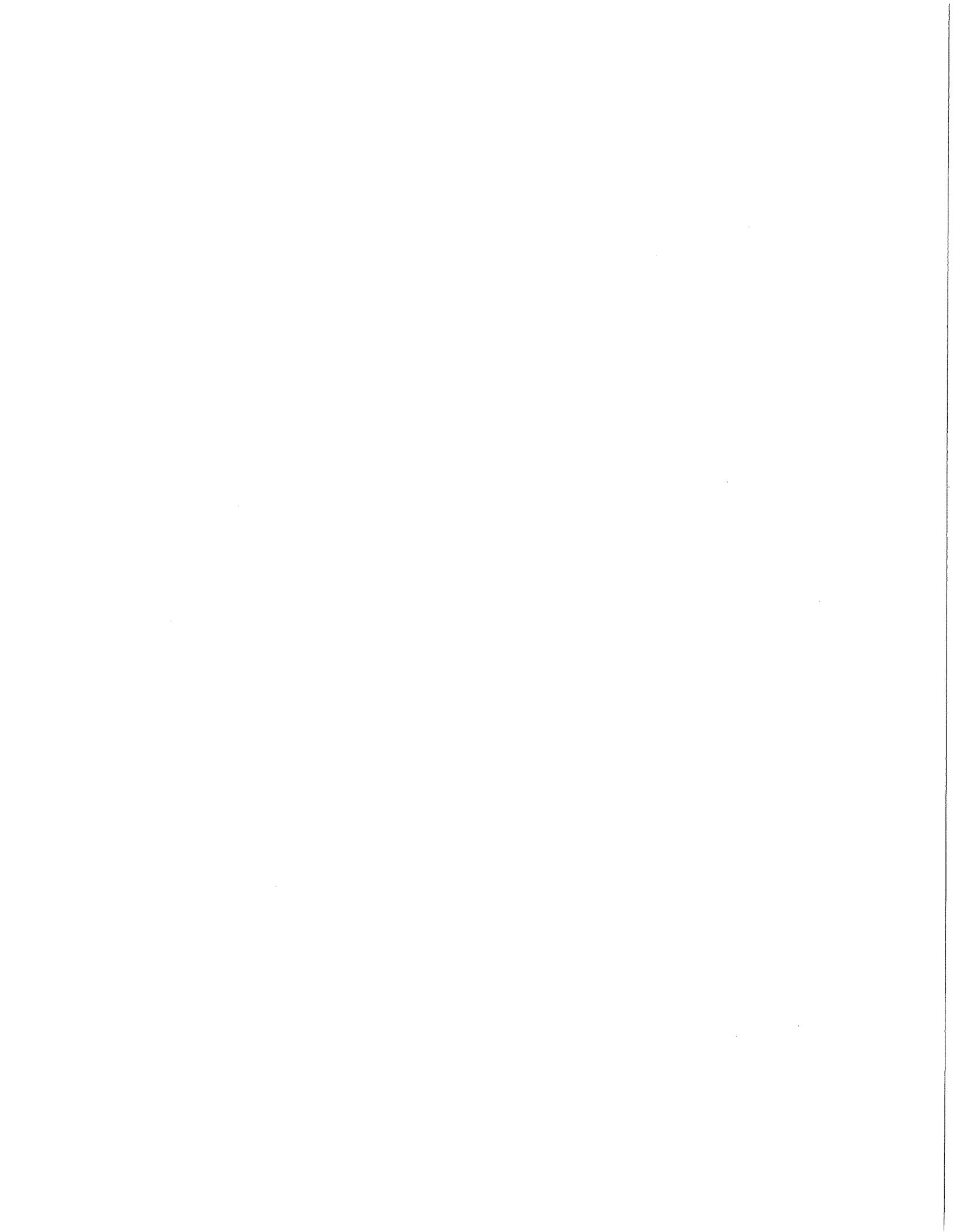
**SYNOPSIS:** In the effort to prepare an industrial electrical rate, to understand the Bonneville Power Authority (BPA) rate structure, and to incorporate those ideas into a workable resolution, the City has received an invoice from Brown and Kysar, Inc. (BKI) for \$9,770.80 which needs to be approved.

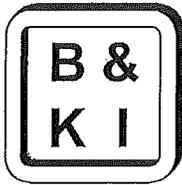
Invoice No. 5006 is for \$3,544. It covers routine routine questions between the City and the consultant as well as a review of the completed resolution for rate adjustments. Most of this amount is trying to help transfer Tracy's knowledge of the system to paper so we don't lose that knowledge when Tracy is no longer working for the City.

**CITY COUNCIL OPTIONS:** The Council may either approve or reject these invoices.

**RECOMMENDED MOTION:** "I move to approve the payment of the BKI invoice #4977 for \$9,770.80 and for invoice #5006 for \$3,544."

**Financial Review and Status:** This invoice would be paid from the City Light consultant fees line item.





# Brown & Kysar, Inc.

## Engineering & Consulting

City of Cascade Locks Electrical Department  
 Mr. Tracy Hupp, Line Superintendent  
 PO Box 308  
 Cascade Locks, OR 97014

Invoice number 4977  
 Date 09/09/2013

Project CL12-006 Cascade Locks General  
 Consulting Master Professional Services  
 Agreement

Professional services through 08/31/2013

### Invoice

Description	Current Billed
General Consulting	9,770.80
<b>Total</b>	<b>9,770.80</b>

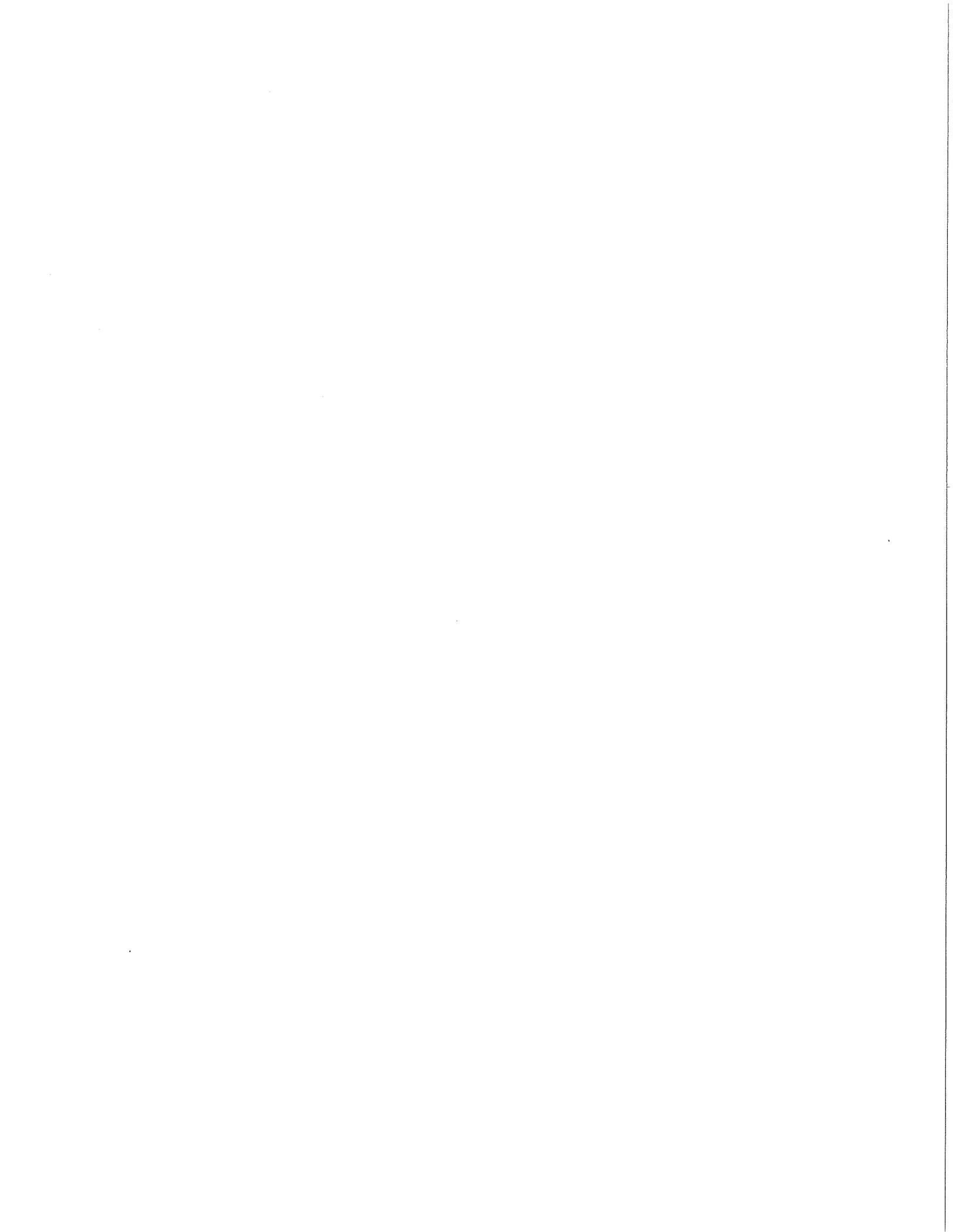
### Professional Fees

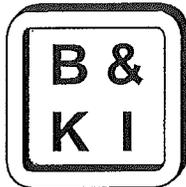
	Hours	Rate	Billed Amount
Administrative	0.25	70.00	17.50
Consultant IV (Senior)	66.75	145.00	9,678.75
<i>Develop 40 hr per week, 1 shift per day (8/5) Industrial Customer model</i> <i>Edit and prepare Industrial Rate Comparison (24/7 3MW customer, 24/7 1MW, 8/5 1 MW, and 1MW group of General Service Customers.</i> <i>Discuss Tier 2 power details with Kevin Farleigh @ BPA.</i> <i>Research BPA BP-12 and BP-14 rates.</i> <i>Prepare operating cost comparison FY2011 (BP10) to BP-14 rates.</i> <i>Prepare Powerpoint of rate comparisons and PCAC for meeting with Gordon Z and Tracy H.</i> <i>Follow up on meeting (PCAC) and Industrial Park distribution</i>			
Principal	3.00	155.00	465.00
<i>Met with Tracy in our office to discuss maps and Industrial Rate suggestions</i> <i>Discuss low voltage delivery charge and impact on Utility Owning a substation.</i>			
<b>Professional Fees subtotal</b>	<b>70.00</b>		<b>10,161.25</b>

### Reimbursables

	Units	Rate	Billed Amount
Engineering Softwares	2.00	8.00	16.00

Invoice subtotal	10,177.25
Loyal Client Discount - Thank you!	-406.45
<b>Invoice total</b>	<b>9,770.80</b>





# Brown & Kysar, Inc.

## Engineering & Consulting

City of Cascade Locks Electrical Department  
 Mr. Tracy Hupp, Line Superintendent  
 PO Box 308  
 Cascade Locks, OR 97014

Invoice number 5006  
 Date 10/07/2013

Project CL12-006 Cascade Locks General  
 Consulting Master Professional Services  
 Agreement

Professional services through 09/30/2013

### Invoice

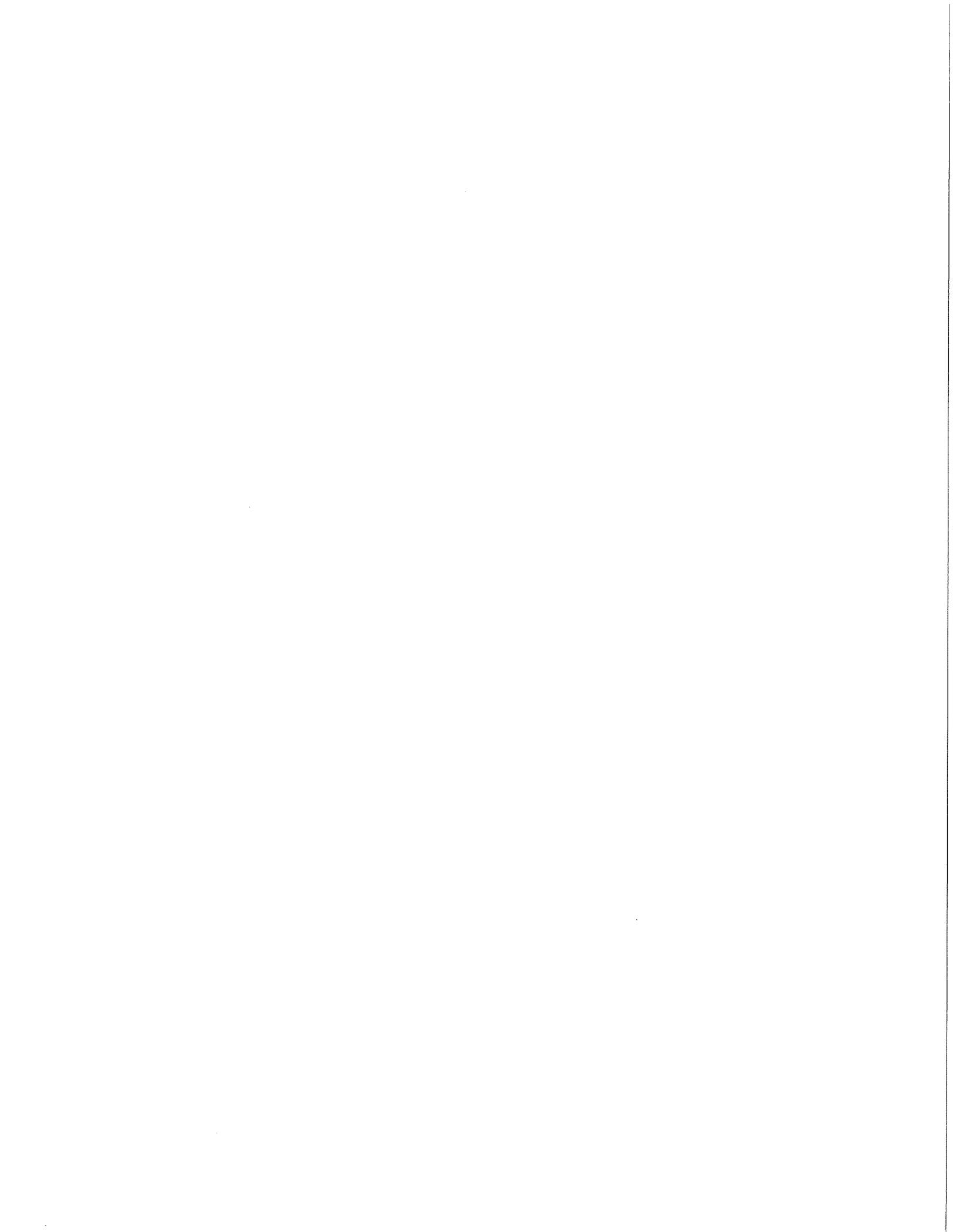
Description	Current Billed
General Consulting	3,544.00
<b>Total</b>	<b>3,544.00</b>

### Professional Fees

	Hours	Rate	Billed Amount
Administrative	0.25	70.00	17.50
Consultant IV (Senior) <i>Email to Gordon, map to Tracy            Fault current determination - 3 services.            Oregon Statute summary, Staff report review.            Industrial Park service.</i>	24.25	145.00	3,516.25
Principal <i>Answer question regarding difference in requirements between Public Utilities and Consumer-owned            (municipal) utilities            Industrial area distribution plan            Industrial rate</i>	0.75	155.00	116.25
<b>Professional Fees subtotal</b>	<b>25.25</b>		<b>3,650.00</b>

### Reimbursables

	Units	Rate	Billed Amount
Engineering Softwares	5.00	8.00	40.00
<b>Invoice subtotal</b>			<b>3,690.00</b>
<b>Loyal Client Discount - Thank you!</b>			<b>-146.00</b>
<b>Invoice total</b>			<b>3,544.00</b>



**CASCADE LOCKS STAFF REPORT**

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**Date Prepared: October 8, 2013**

**For City Council Meeting on: October 14, 2013**

**TO: Honorable Mayor and City Council**

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

**SUBJECT: Approve Ordinance No. 425 Regulating Street Vendors**

**SYNOPSIS:** Part of the charm of Cascade Locks is buying fruit, vegetables, and fish from local street vendors during the summer. This summer, however, with the displacement of one vendor from the parking lot of the Charburger, a new element was added to the environment – multiple colorful signs on public and private property. Not wanting to prevent these people from having a business, but still trying to control the proliferation of vendors from stretching all along WaNaPa Street, the attached ordinance has been developed. The City Attorney has taken into consideration the old “Green River” ordinances that were overturned by the Supreme Court, constitutional freedom of speech laws, ODOT regulation of highways, and the desire of the Council to protect local businesses from unfair competition and their investment and commitment to “bricks and mortar” operations. The attached ordinance is presented for your approval.

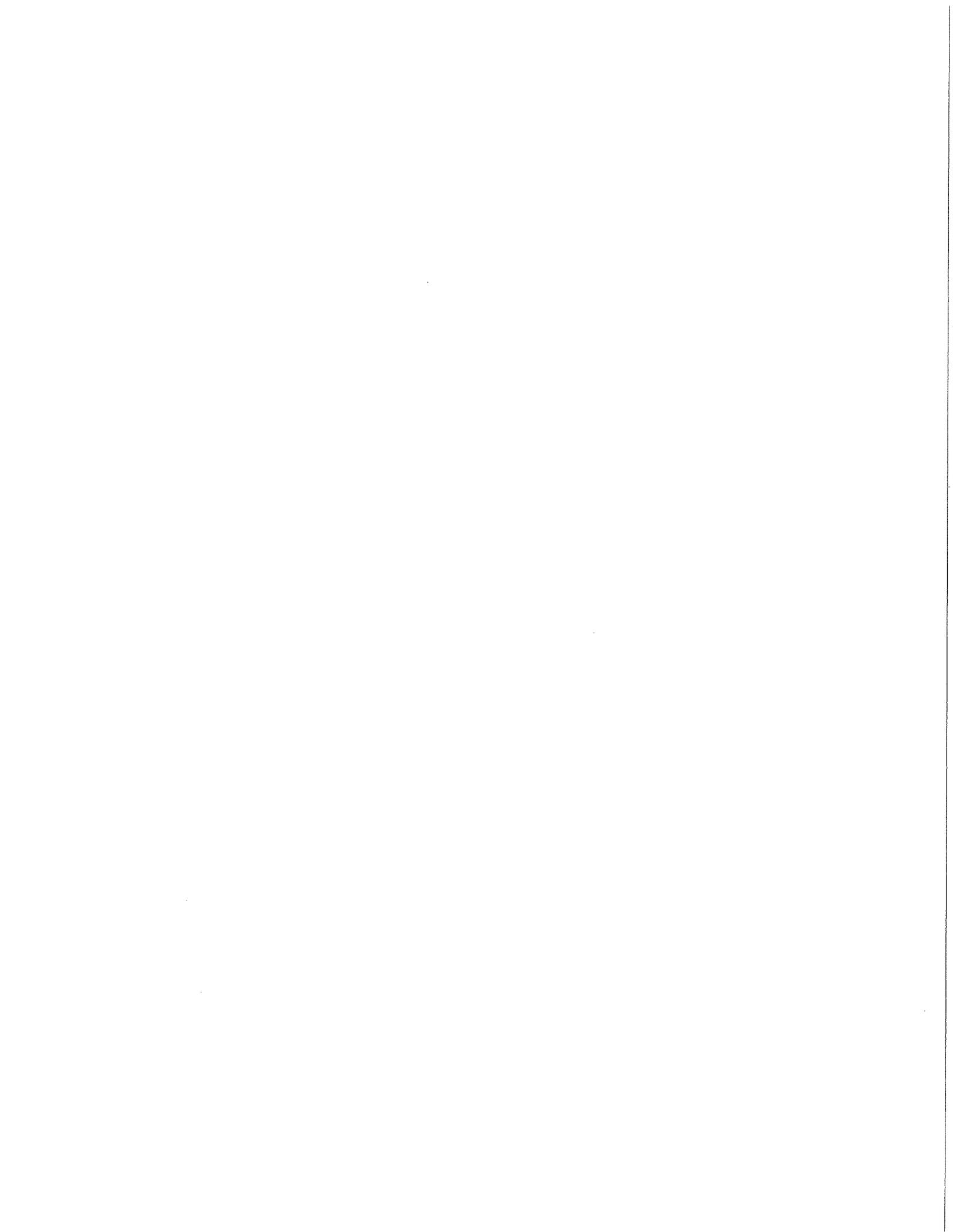
**CITY COUNCIL OPTIONS:**

1. Approve the ordinance as is.
2. Modify the ordinance or portions thereof.
3. Reject the entire ordinance.
4. Send the ordinance back to staff for further development.
5. Find some other way to regulate street vendors.
6. Do not regulate street vendors.

**RECOMMENDED MOTION:** “I move to approve the first reading of Ordinance No. 425 regulating street vendors.”

**Legal Review and Opinion:** The City Attorney develop the ordinance with input from the staff and Council.

**Financial Review and Status:** This ordinance would be enforced by the Code Compliance Officer and any violations would be sent to the Municipal Court.



**ORDINANCE NO. 425**

**AN ORDINANCE OF THE CITY OF CASCADE LOCKS  
PROVIDING FOR THE REGULATION OF STREET VENDORS WITHIN THE CITY OF CASCADE  
LOCKS; REQUIRING REGISTRATION OF STREET VENDORS;  
ESTABLISHING RULES REGARDING THE PLACEMENT OF SIGNS USED BY STREET VENDORS;  
AND PROVIDING A PENALTY FOR VIOLATION.**

**WHEREAS**, the City Council of the City of Cascade Locks has indicated a need for the regulation and registration of street vendors; and

**WHEREAS**, regulating street vendors will protect the general health, safety and welfare of the public;

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

**SECTION 1. Street Vendor Defined.** A street vendor is a person or persons, including a business entity, who sells items, including but not limited to crafts, artwork, trinkets, souvenirs, produce or animal products from temporary shelters, stands, vehicles or carts on a seasonal basis.

**SECTION 2. Registration.**

- 1) No person shall operate as a street vendor without first registering with the City of Cascade Locks.
- 2) Registration shall be on forms provided by the City. All street vendors shall be required to provide the following information:
  - a) Official picture identification in the form of a valid state issued driver's license, state issued identification card, or valid passport;
  - b) Current contact information, including a valid mailing address and phone number;
  - c) A current Oregon State food handler's certification if handling food;
  - d) The location of vending;
  - e) If vending on private property, the street vendor must provide a copy of the affected property owner's written permission for placement of a temporary shelter, stand, vehicle or cart; and
  - f) Any other information deemed necessary to enforce this Ordinance.

**SECTION 3. Method of Operation.**

- 1) No street vendor shall:
  - a) Occupy an area within ten (10) feet of a crosswalk, alleyway or building doorway;
  - b) Obstruct or impede vehicular or pedestrian traffic;
  - c) Leave a location without first picking up, removing and disposing of all trash and refuse remaining within a twenty-five foot (25') radius of their vending area. Each vendor shall be

responsible for maintaining a twenty-five foot (25') radius around their vending area clean of any trash or debris;

- d) Make any loud noise for the purpose of advertising or attracting attention to their wares;
  - e) Leave their shelter, stand, vehicle or cart unattended;
  - f) Sell from any location other than the registered location;
  - g) Solicit or conduct business with any persons in motor vehicles located within any traffic lane on a public street;
  - h) Unreasonably interfere with or obstruct the free flow of pedestrian traffic or access to businesses; or
  - i) Violate any federal, state or local ordinance, statute or regulation.
- 2) If vending on private property, the street vendor must prominently display a copy of the affected property owner's written permission for placement of the street vendor's temporary shelter, stand, vehicle or cart at the vending location.

#### **SECTION 4. Signage.**

- 1) No street vendor shall:
- a) Place signs anywhere other than the street vendor's place of business;
  - b) Place more than one sign on each of four sides of the street vendor's temporary shelter, stand, vehicle or cart.
  - c) Place a sign greater than ten square feet on any side of the street vendor's temporary shelter, stand, vehicle or cart.
  - d) Place signs on vehicles other than the vendor's registered sales structure or within the road right-of-way;
  - e) Place signs within ten feet (10') of a crosswalk, alleyway, or fire hydrant; or
  - f) Place signs in any way that obstructs or impedes vehicular or pedestrian traffic.
- 2) One hand held sign is allowed for each approaching travel direction but in no instance shall more than two hand held signs be allowed.
- 3) Hand held signs may only be used on the sidewalk; they shall not be used in the vehicular right of way; including travel lanes, bike lanes, or parking areas.

#### **SECTION 5. Enforcement; Penalty; and Abatement.**

- 1) The City Administrator for the City of Cascade Locks or their designee is authorized to enforce this ordinance by issuing a Uniform Citation or other citation form complying with Oregon Revised Code Chapter 153.
- 2) Any person who shall be found guilty of violating any of the provisions of this ordinance commits a civil infraction punishable by up to \$500.00 per incident, plus court costs and other costs associated with enforcement.
- 3) Each day's violation of this ordinance constitutes a separate offense, for which a separate penalty may be imposed.

- 4) In addition to any remedies available under this ordinance, any violation of this ordinance is deemed a nuisance. The abatement of such a nuisance is in addition to any other penalty or remedy. Such nuisance may be abated as provided in Cascade Locks Ordinance No. 344 or in any other manner authorized by law.
- 5) Any temporary shelter, stand, vehicle, cart or sign in violation of this ordinance may be removed by the City Administrator or designee twenty four (24) hours after written notice is delivered to the vendor in person or five (5) days after written notice is mailed to the address registered with the City.
  - a) Any item(s) removed may be stored by the City up to 30 days or until the owner redeems the property by paying a storage and removal charge as established by the City Administrator. The City may dispose of items left longer than 30 days from the date of notice provided in this section.
  - b) Written notice shall include at least the following:
    - i) A statement that the item(s) are in violation of this ordinance;
    - ii) The approximate location of the violation;
    - iii) Date the item(s) will be removed;
    - iv) Statement that the removal and storage costs are the responsibility of the owner or vendor;
    - v) Statement that the item(s) shall be disposed of after thirty (30) days of storage;
    - vi) Cost of removal and storage;
    - vii) Location of storage or person to contact concerning storage;
    - viii) Statement that the owner or vendor may remove the item(s) at their own expense prior to the date of removal; and
    - ix) Statement that further violation will result in immediate removal without prior notification.

**SECTION 6. Separability.** 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 7. Effective Date.** This Ordinance will take effect 30 days after approval by the Mayor.

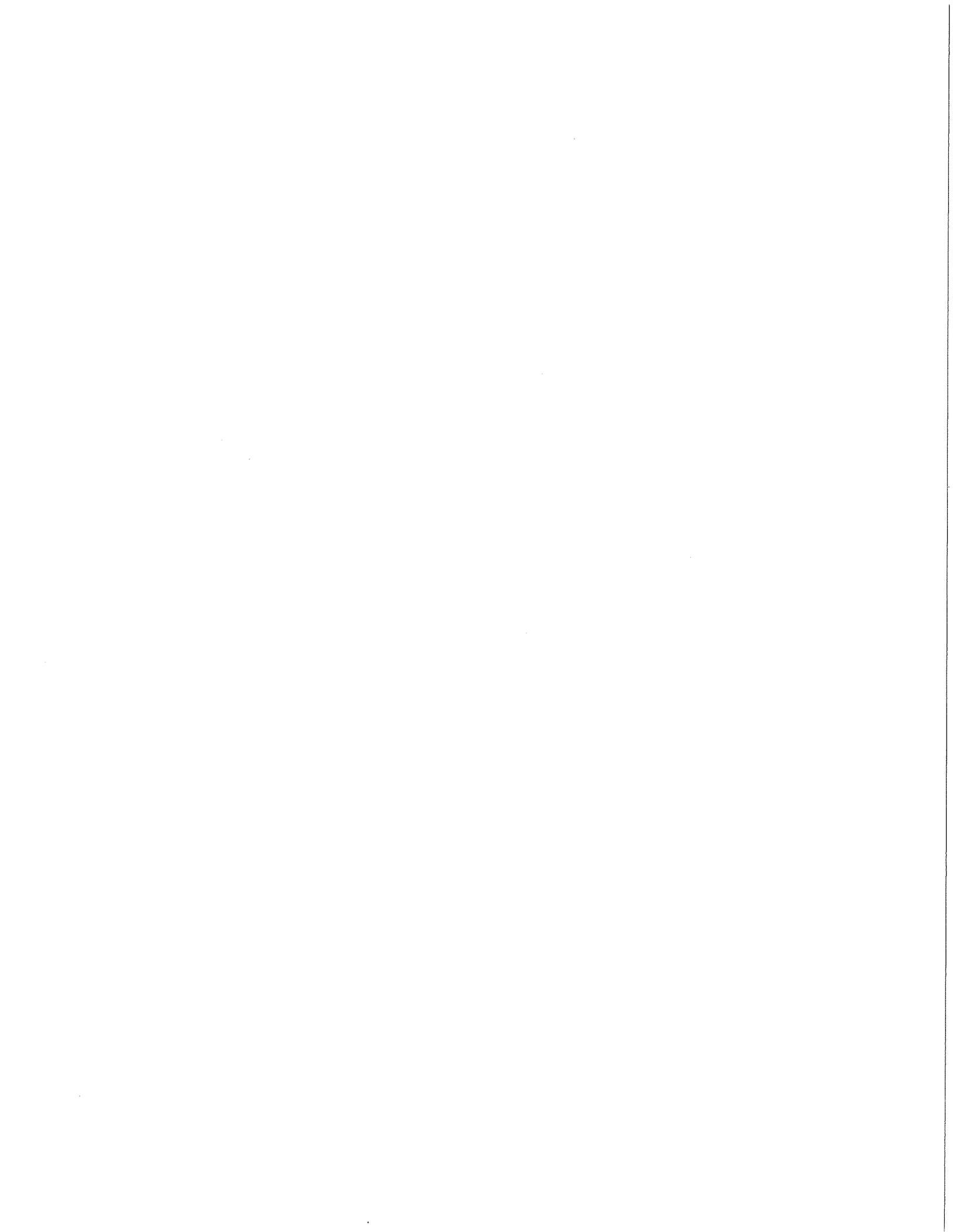
**ADOPTED** by the City Council this \_\_\_\_ day of \_\_\_\_\_, 2013.

**APPROVED** by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2013.

ATTEST:

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor



## CASCADE LOCKS STAFF REPORT

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Date Prepared: October 8, 2013

For City Council Meeting on: October 14, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approval of Grant Application for Ambulance

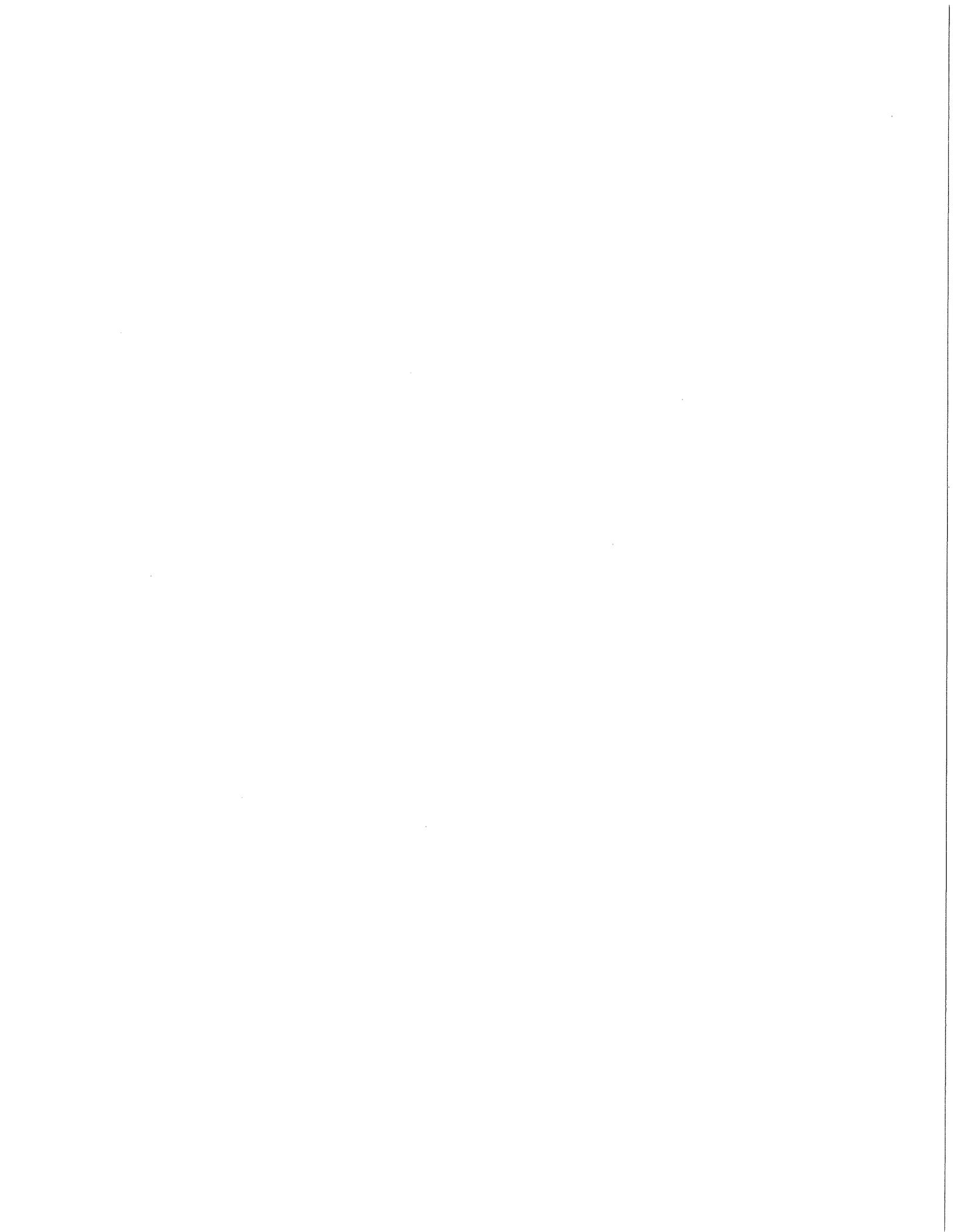
**SYNOPSIS:** Please see Captain Metheny's memo for the details of this request.

### CITY COUNCIL OPTIONS:

1. To approve seeking a grant from FEMA for a new ambulance
2. To approve negotiating with Hood River to purchase their ambulance when surplussed as a replacement for our first out ambulance
3. Do both options 1 and 2
4. Do not seek grant funds or surplussed equipment

**RECOMMENDED MOTION:** "I move to make application for the FEMA grant for an ambulance and to negotiate with Hood River concerning the purchase of surplussed equipment."

**Financial Review and Status:** The FEMA Grant requires a 5% match for a city our size. This could be anywhere from \$10,000 to \$12,500. The Hood River ambulance (surplussed) would also require an expenditure in the \$20,000 range. The Council needs to be aware that this money is not budgeted and would have to be raised through some Council action in the future.





# MEMORANDUM

TO: Mayor and Council

FROM: Station Captain Jesse Metheny

SUBJECT: "Assistance to Firefighters Grant" for a new ambulance

DATE: October 8, 2013

**Requested Action:** Review options for Ambulance replacement and consider applying for a grant to replace our oldest ambulance.

**Critical date for action:** Unknown - Grant period is only open for 30 days. Grant period has not opened yet but is expected to open at any time.

**Purpose:** To inform members of the council of the opportunity to go out for an ambulance replacement grant.

**Background:** We currently have two ambulances, one that is in service (in working usable condition) and one that is not in service. Our EMS transports provide for nearly half of our departments overall funding.

Our primary ambulance is A-91, a 2 wheel drive 2001 Ford van chassis with 75,000 miles on it. It was poorly built even as a new ambulance by the lowest bidder and there have been many issues to date. The company that built it went out of business shortly after we purchased it. It has a leaky seal between the cab and box, has had two electrical fires thus far, and is overweight for the chassis design causing early wear and tear on the running gear. The vehicle is still functional and we run every medical call with it currently.

Our second ambulance is A-92, a 2 wheel drive 1988 Ford Van that has served the city well for the past couple decades. The vehicle has reached the end of its life now and was retired due to not meeting the minimum standards required for a licensed ambulance. The A/C does not work; it has an exhaust leak, and is nearly impossible to start within a timely manner. The equipment on board is very outdated and its top speed is 55mph. The costs that would be associated with bringing this vehicle back into serviceable condition would far outweigh the value of the vehicle.

*"Pursuit of excellence, Through community service"*

**Discussion: Option #1 – Apply for Assistance to Firefighters Grant through FEMA.**

The period for grant applications is opening soon and they have an option for vehicle replacement for local fire & EMS departments. The replacement of an ambulance to continue an existing level of service is considered a high priority for FEMA and we would be eligible for this grant. As part of the grant we would surplus A-92 and remove it from service permanently. The new ambulance would become our “first out” primary ambulance and our current A-91 would remain as our “second out” or vehicle used for inter-facility transfers. The amount of match required for this grant is based on our population here in Cascade Locks. Our population is under 20,000 so FEMA requires a **5% percent City match**. Hood River just purchased their new ambulance that meets NFPA standards as well as Oregon State Requirements and it was approximately \$250,000. The cost of a new ambulance varies greatly and we would need to determine what it will cost to purchase an ambulance that works well for our needs. I would estimate that a reasonable ambulance could be attained for around \$200,000 that meets all applicable standards. This would mean our match would be somewhere in the \$10,000 dollar range depending on the actual cost of a new ambulance if we were successfully awarded the grant. This is not an option I would count on or plan for due to the unknown timeline associated with its acquisition and the fact that not all grant applications are successful.

Option #2 – Hood River has just received their new ambulance and will be selling their old ambulance “Medic-3”. I have been in discussions with Chief Wells and have made known our interest in purchasing this vehicle from them once they declare it surplus. This vehicle is a 4 wheel drive 2001 Ford chassis with just over 100,000 miles. It was built much better than our A-91, has a lot more updated features, and is much more practical to work out of. The cost of purchasing this vehicle from Hood River has not been established yet.

**Conclusion:** We have a well-established need to maintain two ambulances for our call volume. This is not only to provide for two calls at one time, but also to allow us to take inter-facility transfers and generate more revenue. Also when a vehicle has to go in for repairs or is getting even a regular oil change or tire rotation we need to have a back-up vehicle to be able to respond to our emergencies. I would request permission to write for the AFG FEMA grant as soon as it comes available. I will continue to negotiate our options with Hood River and I will bring to council any new information I receive. I feel both of these options are reasonable courses to take to ensure we continue to provide the most dependable EMS service we can for the least cost to our tax payers. It is possible both, one, or none of these options will come to fruition. All we are doing at this point is asking permission to investigate them further and apply for the grant. I welcome any questions or comments via email or telephone anytime. Thank you all for your diligent efforts to ensure proper handling of these matters and the time spent reviewing this information. We are continually looking for ways to improve what we do. If you see any areas where we can better this process, please feel free to suggest improvements. They will receive my full attention.

Thank you.

**Contact person(s):**

Jesse Metheny [JMetheny@CascadeLocksFire.com](mailto:JMetheny@CascadeLocksFire.com) or 541-374-8510 #1

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AGENDA ITEM NO: 5.d.

## CASCADE LOCKS STAFF REPORT

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Date Prepared: October 8, 2013

For City Council Meeting on: October 14, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Ordering Backup 150 KVA Transformer

**SYNOPSIS:** During the torrential weather on Monday, September 30, the transformer behind the Cascade Inn malfunctioned. This caused the City crews to cut power city wide for a short period of time to isolate the problem. The back up transformer that has been in stock for years was used to replace the blown transformer. We now have no backup transformer in stock. This action item is to approve ordering a new 150 KVA transformer at an estimated cost of \$4000 and a leadtime to delivery of 4-6 weeks. Staff would like permission to order and pay for the replacement transformer.

**CITY COUNCIL OPTIONS:** Approve or deny the request.

**RECOMMENDED MOTION:** "I move to approve the ordering of a new 150 KVA transformer as a backup inventory item and authorize City Staff to pay for the transformer upon receipt of the necessary paperwork."

**Financial Review and Status:** Within budgeted amount.

