

CITY of CASCADE LOCKS

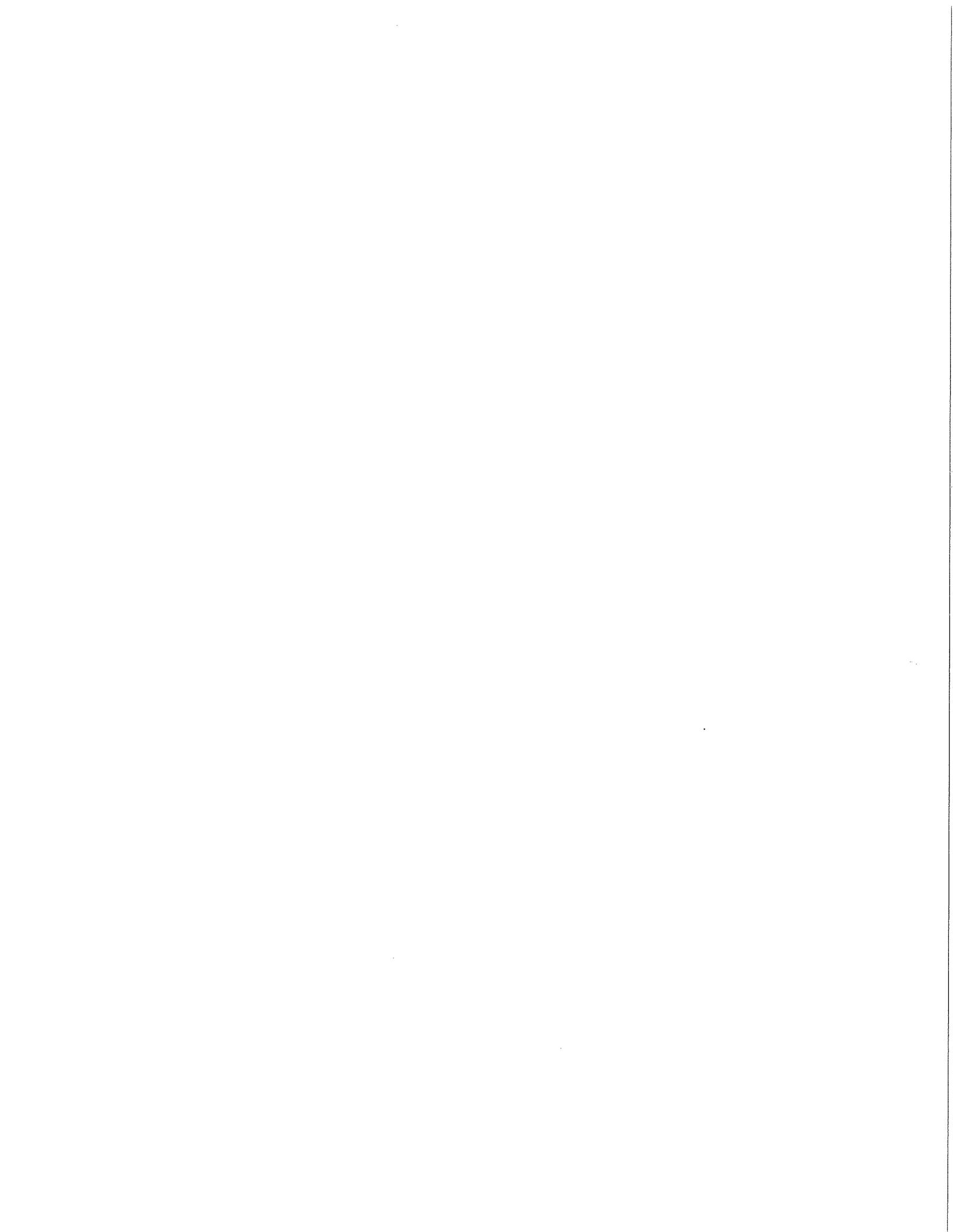
AGENDA

CITY COUNCIL MEETING, Monday, October 28, 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 October 14, 2013 Council Meeting.**
 - b. **Ratification of the Bills in the Amount of \$ 97,747.98.**
 - c. **Approve Resolution No. 1284 Authorizing the Closure of Fund 45, OEDD Loan Repayment Fund and Transferring the Remaining Balance of \$755.50 to Fund 31, Sewer Fund for the fiscal Year End 2012-2013.**
4. **Public Hearings.** None.
5. **Action Items:**
 - a. **Appointment to Committees.**
 - b. **Reschedule/Cancel November 11, 2013 Council Meeting due to Veteran's Day Holiday.**
 - c. **Adopt Ordinance No. 426 an Ordinance Amending Ordinance No. 392 to Increase Penalties.**
 - d. **Adopt Ordinance No. 427 an Ordinance Amending Ordinance No. 357 to Increase Penalties.**
 - e. **Adopt Ordinance No. 428 an Ordinance Amending Ordinance No. 301 to Increase Penalties.**
 - f. **Adopt Ordinance No. 429 an Ordinance Amending Ordinance No. 331 to Increase Penalties.**
 - g. **Adopt Ordinance No. 430 an Ordinance Amending Ordinance No. 382 to Increase General Liability Insurance and Name City of Cascade Locks as Additional Insured.**
 - h. **Approve Staking Guide for Power Lines in Industrial Park.**
 - i. **Approve Purchase of Public Works Truck in an Amount not to Exceed \$53,000.**
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. **Water Master Plan Update.**
 - c. **Wastewater Facilities Plan Update.**
 - d. **Financial Quarterly Report.**
 - e. **Snowplow Plan.**
 - f. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session as may be required.**
11. **Adjournment.**

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



1. **Call to Order/Pledge of Allegiance/Roll Call.** Mayor Cramblett called the meeting to order at 7:00 PM. CM's Groves, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett were present. CM Fitzpatrick was excused. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, City Light Lineman Keith Terry, Cody Steelman, and Camera Operator Betty Rush.

2. **Additions or amendments to the Agenda.** CA Zimmerman said agenda item 7. c. would be deleted.

3. **Adoption of Consent Agenda.**

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.**

Mayor Cramblett read the list of items on the Consent Agenda. **Motion:** CM Busdieker moved, seconded by CM Groves, to approve the Consent Agenda.

Mayor Cramblett said he knew money was budgeted for the electric rate study and included other work for the industrial rate but wanted CA Zimmerman to keep track of charges and inform Council. CM Walker said most of the charge was to try and transfer ES Hupp's knowledge to paper and asked what that meant. CA Zimmerman explained that ES Hupp has 26 years of experience and the City doesn't have all the information on as-built drawings. CM Groves asked if the City was going to have all that information by the time ES Hupp retires. CA Zimmerman said that was the plan. Lineman Keith Terry said the City needs to get the AutoCAD software up and running. CA Zimmerman said Keith is working on the inventory control, work order system, and trying to get AutoCAD up and running. CM Groves said she thought the City already had the program. Lineman Terry explained that the program is tied to an old system and is not compatible with the City's new computer system so work is being done to make it compatible. CM Busdieker said she knows from experience that that is very time consuming.

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

4. **Public Hearings.** None.

5. **Action Items:**

a. **Appointment to Committees.** None.

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.** CA Zimmerman explained this ordinance is for street vendors only and does not include vendors during events. CM Groves asked about fees, insurance, and who is liable if someone was to get hurt. CA Zimmerman explained that the City would not be charging any fees for vendor registration but would require the vendor to have property owner permission and also be required to stay off of public rights-of-ways. He said there can't be any signs placed on the public right of way but a person could hold a sign in the public right of way as long as they are not impeding pedestrians. He said the liability would be between the vendor and the property owner. He explained that where a current street vendor is located there is no sidewalk. CM Groves questioned liability. Mayor Cramblett asked CA Zimmerman to get liability questions answered by the attorney. CM Helfrich said the City is just creating rules for street vendors to abide by with this ordinance as there are none in place currently.

CM Busdieker said she thought Section 2 c) should be clarified because not all food sold requires a food handler's card. CM Randall said generally there are three different types of vendors and agreed that some foods such as prepackaged food don't require a food handler's card. He said there are different rules and regulations for the three different categories. He said the Council needs to look onto the future and how this ordinance will affect the City in the future. He said vendors fall in suit behind tourist growth. He suggested sending the ordinance to the Joint Work Group on Economic Development and to the Tourism Committee for their input. CM Randall said that other cities designate certain areas for vendors for more control. CA Zimmerman said the ordinance should be left in a limited scope as to try and write an ordinance to cover everything is bad law. CM Busdieker asked if customers have to follow the same rules for impeding traffic as the vendor when there is no sidewalk and the vendor is right up against the right of way. CA Zimmerman said the ordinance is for the vendor. CM Busdieker suggested Section 3, 1 d) and 1 h) be combined due to redundancy. She asked what "unreasonably" means. CA Zimmerman explained what would be considered unreasonable. He said this ordinance is an attempt to get street vendors off of the public right of way. CM Walker commented that the street vendors will go where the traffic is.

CA Zimmerman said he sent the ordinance to the Business People's Association and to the Best Western Columbia River Inn and heard no response from either group. There was consensus of Council to send the ordinance to the Joint Work Group on Economic Development and to the Tourism Committee for their comments.

c. Approve Grant Application for Ambulance. CA Zimmerman explained the grant process hadn't opened yet but wanted to get Council approval to apply for the grant that would cover 95% of a new ambulance. He said there may be an opportunity to work with the City of Hood River also to obtain their old ambulance. He said staff is asking permission to explore the alternatives. CA Zimmerman explained that all know that a new ambulance is needed and a new one fully equipped is about \$250,000 and takes 9-12 months for delivery. CA Zimmerman explained that Mayor Cramblett suggested the City to try and partner with other agencies to pay the match if the grant is awarded. He said if the grant is awarded the City would contact Multnomah County, the Port of Cascade Locks, the Columbia River Gorge Commission's support in lobbying Multnomah County, and Hood River County.

CM Randall said that Station Captain Metheny has stated that he isn't good at writing grants. CA Zimmerman said he would help and CM Busdieker offered her assistance. **Motion:** CM Helfrich moved, seconded by CM Randall, to allow the City to apply for the FEMA grant for an ambulance and to negotiate with Hood River concerning the purchase of surplus equipment.

CM Walker asked if the grant application would come before Council. CA Zimmerman said timing will be an issue but can come before Council. CM Groves said this isn't in the budget. CA Zimmerman said this will all be a part of the discussion as to how to fund the Department. He said if either one of these options occur there may be some room to discuss how to fund. He said if the City doesn't apply for the grant we won't get it. He said if applied for and obtained then the City can ask partners to help with the funding and the City will know what they can afford to do.

CM Groves said the City isn't in the ambulance business and the ambulance from Hood River is the same age as the City's with more miles on it. CA Zimmerman said it is better condition than the City's. CM Groves said she wants to make sure that approval tonight is just to apply for the grant. CA Zimmerman said the Council has to make the decision for purchase. CM Groves

explained this approval tonight doesn't mean that it is approval for purchase of a new ambulance. CA Zimmerman explained the decision tonight is to make application and to negotiate with the City of Hood River for their old ambulance. CM Helfrich said spending the 5% match will be much better for all citizens if awarded the grant. CA Zimmerman said it is going to be a lot easier to raise \$12,500 than \$250,000. CM Groves said something else in that department would have to be cut. The motion was passed unanimously by CM's Groves, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.

d. Approve Ordering Back Up 150KVA Transformer. CA Zimmerman explained that the transformer that had been sitting in inventory was used when the transformer near the Justice Court blew. He said now there is no backup transformer in place. **Motion:** CM Walker moved, seconded by CM Randall, 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. CM Walker asked how many different types of transformers there were. Lineman Terry explained that the City's system is unique and would not be able to borrow one from anywhere else. He said if another transformer like that blows the citizens affected will be out of power for three months. He said the transformers have to be custom made and it will be better for it to sit in the yard for years than to not have one ready. CA Zimmerman said the new one will be expandable or adjustable to the current systems used. He explained that there needs to be discussion for the Electric Master Plan to change the system from 13.8 to the current modern system. The motion passed unanimously by CM's Groves, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.

6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** Mr. Steelman said the last meeting he attended he questioned a resolution regarding financial policy. He said Council is supposed to set up risk management policy. He said risk management is important. He said all the City's problems boils down to management. He said Council needs to evaluate internal controls. He offered one of his books from college for the Mayor to review.

Mr. Steelman said he was speaking to the Council about this at the last meeting he attended and one of the Councilors was "thumping his chest" which had him totally livid. He said there are Council Rules to prevent this. He told Mayor Cramblett that he couldn't allow that to happen. Mr. Steelman said he would manage it and suggested the Mayor keep his pets on a leash.

7. **Reports and Presentations.**

a. **City Committees. None.**

b. **City Administrator Zimmerman Report.** CA Zimmerman reported on the Regulator Street construction, the scheduled date for the Finance Committee meeting, the LOC Conference, receiving the LOC Safety Award, an update on cable TV, and new signs at City Hall. He said there has been a request to use City employees and equipment to remove as much brush as can be reached on the north and east banks of the school field. There was consensus of Council to utilize the City's employees and equipment to work on the school field. CA Zimmerman asked Council for permission to proceed with the shed addition project. There was consensus of Council to proceed. He reported that the OSU Bottled Water Report would be published this week on the OSU Rural Studies Program website. He said that he and ES Hupp would be attending the OMEU Annual Conference on October 24th and 25th. CA Zimmerman reported that the auditors were in the office this week and that the Hood River County School District would be at Cascade Locks School for a listening session tomorrow evening at 6:30 PM.

c. **Water Master Plan Update (deleted).**

8. **Mayor and City Council Comments.** CM Busdieker said she attended the LOC Conference and was excited about learning that Senator Merkley will be sponsoring a water infrastructure plan which could be helpful to Cascade Locks. She said it would be a good idea to write congress to support that. She said she attended classes on affordable housing and emergency preparedness. She said she would like to meet with CA Zimmerman and SC Metheny and work up something to present to Council. She referred to a packet from Redmond that might be a good example to prepare one for Cascade Locks. CM Busdieker said she attended a wrap up session where close to three pages of things were brought up that was positive for Cascade Locks.

CM Randall thanked the Lions Club for providing the signs for the City Hall building.

Mayor Cramblett said the key note speaker for the LOC Conference spoke about change. He said the message was that change will continue to happen and the cities have to be prepared to change. He said there are a lot of cities that have money problems and close to bankruptcy. He said PERS is going to be a big issue for cities. He said the cities will have to come up with the deficiencies in the program. Mayor Cramblett said part of the discussion in emergency preparedness was neighbors taking care of neighbors and taking care of yourself.

Lineman Terry said he was surprised that there isn't a generator for this building. CA Zimmerman said the City hasn't had the money to purchase a generator.

9. **Other matters. None.**
10. **Executive Session as may be required. None.**
11. **Adjournment. Motion:** CM Helfrich moved, seconded by CM Busdieker, to adjourn. The motion passed unanimously by CM's Groves, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett. The meeting was adjourned at 8:12 PM.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

Tom Cramblett, Mayor

BLANKET VOUCHER APPROVAL

PAGE NO. 1

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DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

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| DATE: | DESCRIPTION: | AMOUNT: |
|------------|---------------|--------------|
| 10/15/2013 | Mid-Month AP | \$ 49,924.46 |
| 10/18/2013 | Gross Payroll | \$ 47,823.52 |

| | |
|-------------|--------------|
| GRAND TOTAL | \$ 97,747.98 |
|-------------|--------------|

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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 |
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| 4024 | 10/13 | 10/15/2013 | 6864 | 100113 | Active911, Inc. | Annual Payment for Alert/Status Update | 0540562110 | 110.00 |
| Total 4024: | | | | | | | | |
| 4025 | 10/13 | 10/15/2013 | 20 | 17606 | ADDYLAB | Water Sample Testing | 2140562150 | 157.50 |
| Total 4025: | | | | | | | | |
| 4026 | 10/13 | 10/15/2013 | 6862 | 093013 | Bell Mountain Elec. Tech. LLC | Energy Efficiency Rebate - Columbia Ma | 5140562140 | 3,375.00 |
| Total 4026: | | | | | | | | |
| 4027 | 10/13 | 10/15/2013 | 6839 | 81195923 | Bound Tree Medical, LLC | Gloves | 0540562351 | 10.16 |
| Total 4027: | | | | | | | | |
| 4028 | 10/13 | 10/15/2013 | 6859 | 3395 | Broad-Mill Co | Trailer Brakes | 5140562201 | 734.59 |
| 4028 | 10/13 | 10/15/2013 | 6859 | 3395 | Broad-Mill Co | Trailer Brakes | 5140662201 | 734.59 |
| Total 4028: | | | | | | | | |
| 4029 | 10/13 | 10/15/2013 | 590 | 1299229-IN | CARSON OIL COMPANY | Bio Diesel for Generator | 3140562530 | 325.86 |
| 4029 | 10/13 | 10/15/2013 | 590 | C252449 | CARSON OIL COMPANY | Fuel | 0540562420 | 65.43 |
| Total 4029: | | | | | | | | |
| 4030 | 10/13 | 10/15/2013 | 670 | 9/13 UBS | CASCADE LOCKS LIGHT CO. | City Utilities | 0140462551 | 499.88 |
| 4030 | 10/13 | 10/15/2013 | 670 | 9/13 UBS | CASCADE LOCKS LIGHT CO. | City Utilities | 0140762630 | 111.24 |
| 4030 | 10/13 | 10/15/2013 | 670 | 9/13 UBS | CASCADE LOCKS LIGHT CO. | City Utilities | 0540562439 | 480.05 |
| 4030 | 10/13 | 10/15/2013 | 670 | 9/13 UBS | CASCADE LOCKS LIGHT CO. | City Utilities | 0840562071 | 15.00 |
| 4030 | 10/13 | 10/15/2013 | 670 | 9/13 UBS | CASCADE LOCKS LIGHT CO. | City Utilities | 1740562551 | 21.30 |
| 4030 | 10/13 | 10/15/2013 | 670 | 9/13 UBS | CASCADE LOCKS LIGHT CO. | City Utilities | 2140562070 | 1,659.74 |
| 4030 | 10/13 | 10/15/2013 | 670 | 9/13 UBS | CASCADE LOCKS LIGHT CO. | City Utilities | 2142162071 | 116.80 |
| 4030 | 10/13 | 10/15/2013 | 670 | 9/13 UBS | CASCADE LOCKS LIGHT CO. | City Utilities | 3140562070 | 2,006.48 |
| 4030 | 10/13 | 10/15/2013 | 670 | 9/13 UBS | CASCADE LOCKS LIGHT CO. | City Utilities | 5140562800 | 23.59 |
| 4030 | 10/13 | 10/15/2013 | 670 | 9/13 UBS | CASCADE LOCKS LIGHT CO. | City Utilities | 5142162071 | 200.12 |
| 4030 | 10/13 | 10/15/2013 | 670 | SSS 10/13 | CASCADE LOCKS LIGHT CO. | Senior Sewer Subsidy | 0140862025 | 204.30 |

Check Issue Dates: 10/15/2013 - 10/15/2013

Oct 15, 2013 11:45AM

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
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| Total 4030: | | | | | | | | |
| 4031 | 10/13 | 10/15/2013 | 940 | 092513 | CITY OF SPRINGFIELD | Ambulance Billing Service | 0540562111 | 684.00 |
| Total 4031: | | | | | | | | |
| Total 4032: | | | | | | | | |
| 4032 | 10/13 | 10/15/2013 | 1360 | 129706 | DAVID R. CUNNINGHAM | City Network | 0140162082 | 94.00 |
| 4032 | 10/13 | 10/15/2013 | 1360 | 129706 | DAVID R. CUNNINGHAM | City Network | 0340562082 | 30.00 |
| 4032 | 10/13 | 10/15/2013 | 1360 | 129706 | DAVID R. CUNNINGHAM | City Network | 0540562082 | 26.00 |
| 4032 | 10/13 | 10/15/2013 | 1360 | 129706 | DAVID R. CUNNINGHAM | City Network | 2140562082 | 161.00 |
| 4032 | 10/13 | 10/15/2013 | 1360 | 129706 | DAVID R. CUNNINGHAM | City Network | 3140562082 | 144.00 |
| 4032 | 10/13 | 10/15/2013 | 1360 | 129706 | DAVID R. CUNNINGHAM | City Network | 5140562082 | 274.00 |
| 4032 | 10/13 | 10/15/2013 | 1360 | 129707 | DAVID R. CUNNINGHAM | Fire Department | 0540562082 | 51.00 |
| 4032 | 10/13 | 10/15/2013 | 1360 | 129708 | DAVID R. CUNNINGHAM | SCADA Upgrade | 5642163941 | 630.00 |
| Total 4032: | | | | | | | | |
| Total 4033: | | | | | | | | |
| 4033 | 10/13 | 10/15/2013 | 1620 | 200 | EFFICIENCY SERVICES GROUP, LLC | Energy Efficiency Program Services | 5140562140 | 1,620.00 |
| 4033 | 10/13 | 10/15/2013 | 1620 | 212 | EFFICIENCY SERVICES GROUP, LLC | Admin Fees | 5140562139 | 7,542.50 |
| Total 4033: | | | | | | | | |
| Total 4034: | | | | | | | | |
| 4034 | 10/13 | 10/15/2013 | 6865 | 091113 | Gearhead Transmission Rebuilders | Transmission Repair | 0340562441 | 800.00 |
| 4034 | 10/13 | 10/15/2013 | 6865 | 091113 | Gearhead Transmission Rebuilders | Transmission Repair | 2140562441 | 800.00 |
| 4034 | 10/13 | 10/15/2013 | 6865 | 091113 | Gearhead Transmission Rebuilders | Transmission Repair | 3140562441 | 800.00 |
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| Total 4035: | | | | | | | | |
| 4035 | 10/13 | 10/15/2013 | 6854 | 092813 | Gordon Zimmerman | reimburse mileage | 0140862020 | 2,400.00 |
| Total 4035: | | | | | | | | |
| Total 4036: | | | | | | | | |
| 4036 | 10/13 | 10/15/2013 | 2140 | GE109487 | GOVERNMENT ETHICS COMMISSION | Annual Billing | 0140162030 | 125.11 |
| 4036 | 10/13 | 10/15/2013 | 2140 | GE109487 | GOVERNMENT ETHICS COMMISSION | Annual Billing | 0140262030 | 116.77 |
| 4036 | 10/13 | 10/15/2013 | 2140 | GE109487 | GOVERNMENT ETHICS COMMISSION | Annual Billing | 2142162030 | 33.36 |
| 4036 | 10/13 | 10/15/2013 | 2140 | GE109487 | GOVERNMENT ETHICS COMMISSION | Annual Billing | 3142162030 | 29.19 |
| 4036 | 10/13 | 10/15/2013 | 2140 | GE109487 | GOVERNMENT ETHICS COMMISSION | Annual Billing | 5142162030 | 108.45 |
| 4036 | 10/13 | 10/15/2013 | 2140 | GE109487 | GOVERNMENT ETHICS COMMISSION | Annual Billing | 5142162030 | 108.45 |

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| 4037 | 10/13 | 10/15/2013 | 2310 | 2333249-00 | HD Supply Power Solutions | 120-480 V | 5140662750 | 198.00 |
| Total 4037: | | | | | | | | 198.00 |
| 4038 | 10/13 | 10/15/2013 | 2320 | B559927 | HD Supply Waterworks, LTD. | Parts | 2140562560 | 15.73 |
| Total 4038: | | | | | | | | 15.73 |
| 4039 | 10/13 | 10/15/2013 | 2420 | 6955 | HOOD RIVER CO. - FINANCE | September Deputy Service | 0141962250 | 7,261.00 |
| Total 4039: | | | | | | | | 7,261.00 |
| 4040 | 10/13 | 10/15/2013 | 2550 | 142116 | HOOD RIVER HEALTH DEPT. | Immunizations for PW | 3140562870 | 109.50 |
| Total 4040: | | | | | | | | 109.50 |
| 4041 | 10/13 | 10/15/2013 | 2580 | 18465 | HOOD RIVER SAND & GRAVEL | Gravel for Regulator Street | 0340563182 | 393.45 |
| 4041 | 10/13 | 10/15/2013 | 2580 | 18505 | HOOD RIVER SAND & GRAVEL | Gravel for Regulator Street | 0340563182 | 407.25 |
| Total 4041: | | | | | | | | 800.70 |
| 4042 | 10/13 | 10/15/2013 | 2590 | 29876 | HOOD RIVER SUPPLY ASSOC. | hitch/mount and fasteners | 0540562441 | 60.77 |
| Total 4042: | | | | | | | | 60.77 |
| 4043 | 10/13 | 10/15/2013 | 2680 | 093013 | HUPP JR., TRACY N. | Energy Efficiency Rebate | 5140562140 | 1,500.00 |
| Total 4043: | | | | | | | | 1,500.00 |
| 4044 | 10/13 | 10/15/2013 | 2730 | 2869 | INFINITE GRAPHIC | City Hall Directional Signs | 0140462520 | 315.00 |
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| 4045 | 10/13 | 10/15/2013 | 2770 | 063013PENNA | IRS | Penalty on 2nd Quarter PR Taxes | 0121010 | 646.35 |
| 4045 | 10/13 | 10/15/2013 | 2770 | 063013PENNA | IRS | Penalty on 2nd Quarter PR Taxes | 0121010 | 646.35- V |

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| 4046 | 10/13 | 10/15/2013 | 3050 | 2885 | LEAGUE OF OREGON CITIES | Annual Conference Registration | 0140862020 | 268.00 |
| 4046 | 10/13 | 10/15/2013 | 3050 | 2885 | LEAGUE OF OREGON CITIES | Annual Conference Registration | 2142162020 | 42.21 |
| 4046 | 10/13 | 10/15/2013 | 3050 | 2885 | LEAGUE OF OREGON CITIES | Annual Conference Registration | 3142162020 | 30.15 |
| 4046 | 10/13 | 10/15/2013 | 3050 | 2885 | LEAGUE OF OREGON CITIES | Annual Conference Registration | 5142162020 | 121.27 |
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| 4047 | 10/13 | 10/15/2013 | 3070 | 1500122614 | LES SCHWAB TIRE CENTER | Tires | 0140462441 | 246.70 |
| 4047 | 10/13 | 10/15/2013 | 3070 | 1500122614 | LES SCHWAB TIRE CENTER | Tires | 0340562441 | 246.71 |
| 4047 | 10/13 | 10/15/2013 | 3070 | 1500122614 | LES SCHWAB TIRE CENTER | Tires | 2140562441 | 246.71 |
| Total 4047: | | | | | | | | |
| 4048 | 10/13 | 10/15/2013 | 3150 | 100413 | MARIANNE BUMP | Reimburse Mileage | 0140162020 | 9.54 |
| 4048 | 10/13 | 10/15/2013 | 3150 | 100413 | MARIANNE BUMP | Reimburse Mileage | 2142162020 | 2.85 |
| 4048 | 10/13 | 10/15/2013 | 3150 | 100413 | MARIANNE BUMP | Reimburse Mileage | 3142162020 | 2.03 |
| 4048 | 10/13 | 10/15/2013 | 3150 | 100413 | MARIANNE BUMP | Reimburse Mileage | 5142162020 | 8.18 |
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| 4049 | 10/13 | 10/15/2013 | 3160 | 101513 | MARIANNE BUMP/PETTY CASH | Reimburse Petty Cash | 0540562020 | 8.00 |
| 4049 | 10/13 | 10/15/2013 | 3160 | 101513 | MARIANNE BUMP/PETTY CASH | Reimburse Petty Cash | 0540562350 | 16.85 |
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| 4050 | 10/13 | 10/15/2013 | 3380 | 9/13 KPDX | Meredith Corporation | Retransmission | 4140562740 | 57.60 |
| 4050 | 10/13 | 10/15/2013 | 3380 | 9/13 KPDX | Meredith Corporation | Retransmission | 4140562740 | 144.00 |
| Total 4050: | | | | | | | | |
| 4051 | 10/13 | 10/15/2013 | 3490 | 1516 | MID-COLUMBIA ECONOMIC | Regulator Street Project | 0740562130 | 750.00 |
| 4051 | 10/13 | 10/15/2013 | 3490 | 96-01-01 10/ | MID-COLUMBIA ECONOMIC | Loan 96-01-01 | 4640562711 | 1,236.55 |
| 4051 | 10/13 | 10/15/2013 | 3490 | 96-01-01 10/ | MID-COLUMBIA ECONOMIC | Loan 96-01-01 | 4640562712 | 283.13 |
| 4051 | 10/13 | 10/15/2013 | 3490 | 96-01-02 10/ | MID-COLUMBIA ECONOMIC | Loan 96-01-02 | 4640562711 | 999.24 |
| 4051 | 10/13 | 10/15/2013 | 3490 | 96-01-02 10/ | MID-COLUMBIA ECONOMIC | Loan 96-01-02 | 4640562712 | 266.32 |

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|--------------|-----------|------------------|---------------|-------------|----------------------------|-------------------|------------|--------|
| Total 4051: | | | | | | | | |
| 4052 | 10/13 | 10/15/2013 | 3820 | 12192595 | Norco, INC | Cylinder Rental | 0540562351 | 37.20 |
| Total 4052: | | | | | | | | |
| 4053 | 10/13 | 10/15/2013 | 4070 | 3090326 | ONE CALL CONCEPTS, INC. | locate services | 5140562110 | 5.77 |
| 4053 | 10/13 | 10/15/2013 | 4070 | 3090326 | ONE CALL CONCEPTS, INC. | locate services | 5140562110 | 5.78 |
| Total 4053: | | | | | | | | |
| 4054 | 10/13 | 10/15/2013 | 6857 | 106557 | Rescue Source (DBA) | Helmet | 0540562350 | 79.90 |
| Total 4054: | | | | | | | | |
| 4055 | 10/13 | 10/15/2013 | 6780 | 5027847748 | Ricoh Americas Corporation | Copies | 0140162110 | 14.00 |
| 4055 | 10/13 | 10/15/2013 | 6780 | 5027847748 | Ricoh Americas Corporation | Copies | 0542162110 | 1.00 |
| 4055 | 10/13 | 10/15/2013 | 6780 | 5027847748 | Ricoh Americas Corporation | Copies | 2142162110 | 4.00 |
| 4055 | 10/13 | 10/15/2013 | 6780 | 5027847748 | Ricoh Americas Corporation | Copies | 3142162110 | 5.00 |
| 4055 | 10/13 | 10/15/2013 | 6780 | 5027847748 | Ricoh Americas Corporation | Copies | 5142162110 | 33.10 |
| Total 4055: | | | | | | | | |
| 57.10 | | | | | | | | |
| 4056 | 10/13 | 10/15/2013 | 5040 | 225 | ROCKRANCH ENTERPRISES | Contract PW Super | 0140262080 | 7.00 |
| 4056 | 10/13 | 10/15/2013 | 5040 | 225 | ROCKRANCH ENTERPRISES | Contract PW Super | 0140462080 | 112.00 |
| 4056 | 10/13 | 10/15/2013 | 5040 | 225 | ROCKRANCH ENTERPRISES | Contract PW Super | 0340562080 | 196.00 |
| 4056 | 10/13 | 10/15/2013 | 5040 | 225 | ROCKRANCH ENTERPRISES | Contract PW Super | 2140562080 | 210.00 |
| 4056 | 10/13 | 10/15/2013 | 5040 | 225 | ROCKRANCH ENTERPRISES | Contract PW Super | 3140562080 | 175.00 |
| Total 4056: | | | | | | | | |
| 700.00 | | | | | | | | |
| 4057 | 10/13 | 10/15/2013 | 5160 | 71626 | SAWTOOTH TECHNOLOGIES, LLC | Internet Service | 4140562050 | 802.00 |
| Total 4057: | | | | | | | | |
| 802.00 | | | | | | | | |
| 4058 | 10/13 | 10/15/2013 | 6841 | 112961 | Sonstray Machinery LLC. | Parts | 5140562201 | 7.98 |
| 4058 | 10/13 | 10/15/2013 | 6841 | 113127 | Sonstray Machinery LLC. | Knife | 5140562201 | 199.30 |
| 4058 | 10/13 | 10/15/2013 | 6841 | 113127 | Sonstray Machinery LLC. | Knife | 5140562201 | 199.30 |

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|--------------------|-----------|------------------|---------------|-------------|------------------------------|--------------------------|------------|--------|
| Total 4058: | | | | | | | | |
| 4059 | 10/13 | 10/15/2013 | 5510 | 8027073090 | STAPLES CONTRACT & COMMERCIA | Office Supplies | 0140162010 | 2.46 |
| 4059 | 10/13 | 10/15/2013 | 5510 | 8027073090 | STAPLES CONTRACT & COMMERCIA | Office Supplies | 0140262010 | .24 |
| 4059 | 10/13 | 10/15/2013 | 5510 | 8027073090 | STAPLES CONTRACT & COMMERCIA | Office Supplies | 0542162010 | .07 |
| 4059 | 10/13 | 10/15/2013 | 5510 | 8027073090 | STAPLES CONTRACT & COMMERCIA | Office Supplies | 2142162010 | 1.22 |
| 4059 | 10/13 | 10/15/2013 | 5510 | 8027073090 | STAPLES CONTRACT & COMMERCIA | Office Supplies | 3142162010 | 1.21 |
| 4059 | 10/13 | 10/15/2013 | 5510 | 8027148236 | STAPLES CONTRACT & COMMERCIA | Office Supplies | 5142162010 | 5.35 |
| 4059 | 10/13 | 10/15/2013 | 5510 | 8027148236 | STAPLES CONTRACT & COMMERCIA | Office Supplies | 0140162010 | 4.77 |
| 4059 | 10/13 | 10/15/2013 | 5510 | 8027148236 | STAPLES CONTRACT & COMMERCIA | Office Supplies | 0140262010 | .47 |
| 4059 | 10/13 | 10/15/2013 | 5510 | 8027148236 | STAPLES CONTRACT & COMMERCIA | Office Supplies | 0542162010 | .12 |
| 4059 | 10/13 | 10/15/2013 | 5510 | 8027148236 | STAPLES CONTRACT & COMMERCIA | Office Supplies | 2142162010 | 2.38 |
| 4059 | 10/13 | 10/15/2013 | 5510 | 8027148236 | STAPLES CONTRACT & COMMERCIA | Office Supplies | 3142162010 | 2.36 |
| 4059 | 10/13 | 10/15/2013 | 5510 | 8027148236 | STAPLES CONTRACT & COMMERCIA | Office Supplies | 5142162010 | 10.39 |
| Total 4059: | | | | | | | | |
| 4060 | 10/13 | 10/15/2013 | 4910 | 301960002D | Status Corporation | Refund Deposit | 2121130 | 586.81 |
| Total 4060: | | | | | | | | |
| 4061 | 10/13 | 10/15/2013 | 6863 | 30697713 | The Columbian | Ad | 0840562160 | 231.00 |
| Total 4061: | | | | | | | | |
| Total 4062: | | | | | | | | |
| 4062 | 10/13 | 10/15/2013 | 6070 | 861540 | TWGW, INC NAPA AUTO PARTS | srew, washer oil | 0140462520 | 32.93 |
| 4062 | 10/13 | 10/15/2013 | 6070 | 861632 | TWGW, INC NAPA AUTO PARTS | Washer fluid, antifreeze | 0140462441 | 35.76 |
| 4062 | 10/13 | 10/15/2013 | 6070 | 861632 | TWGW, INC NAPA AUTO PARTS | Washer fluid, antifreeze | 2140562441 | 35.76 |
| 4062 | 10/13 | 10/15/2013 | 6070 | 863833 | TWGW, INC NAPA AUTO PARTS | Code Reader | 0140462441 | 57.58 |
| 4062 | 10/13 | 10/15/2013 | 6070 | 863833 | TWGW, INC NAPA AUTO PARTS | Code Reader | 0340562441 | 57.58 |
| 4062 | 10/13 | 10/15/2013 | 6070 | 863833 | TWGW, INC NAPA AUTO PARTS | Code Reader | 2140562441 | 57.57 |
| 4062 | 10/13 | 10/15/2013 | 6070 | 863833 | TWGW, INC NAPA AUTO PARTS | Code Reader | 3140562441 | 57.57 |
| 4062 | 10/13 | 10/15/2013 | 6070 | 864385 | TWGW, INC NAPA AUTO PARTS | multimeter | 5140563700 | 18.92 |
| 4062 | 10/13 | 10/15/2013 | 6070 | 864407 | TWGW, INC NAPA AUTO PARTS | Flares | 0540562350 | 202.98 |
| 4062 | 10/13 | 10/15/2013 | 6070 | 864407 | TWGW, INC NAPA AUTO PARTS | chain, hook, cable | 0540562441 | 144.15 |
| Total 4062: | | | | | | | | |
| 4063 | 10/13 | 10/15/2013 | 6350 | 0240737-IN | WAGNER-SMITH EQUIPMENT | disconnect al | 5140563690 | 17.53 |

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|-----------------|-----------|------------------|---------------|-------------|--------------------------|---------------------------------|------------|-----------|
| Total 4063: | | | | | | | | |
| 4064 | 10/13 | 10/15/2013 | 6570 | 87462 | WHEELER'S COMMUNICATIONS | Radios/Installation | 5645163941 | 4,199.19 |
| 4064 | 10/13 | 10/15/2013 | 6570 | 87485 | WHEELER'S COMMUNICATIONS | Keypad, bezel | 0540562442 | 3.05 |
| Total 4064: | | | | | | | | |
| 4065 | 10/13 | 10/15/2013 | 6620 | 12228 | WILLAMETTE WEEK | ads | 0840562160 | 600.00 |
| Total 4065: | | | | | | | | |
| 4066 | 10/13 | 10/15/2013 | 6630 | 100113 | WILLIAM A. NIX | Judicial Services | 0140162110 | 129.20 |
| Total 4066: | | | | | | | | |
| 4067 | 10/13 | 10/15/2013 | 6730 | 920131980 | ZCORUM INC. | Internet | 4140662730 | 887.50 |
| Total 4067: | | | | | | | | |
| 10151301 | 10/13 | 10/15/2013 | 2770 | 063013PENNA | IRS | Penalty on 2nd Quarter PR Taxes | 0121010 | 646.35 M |
| Total 10151301: | | | | | | | | |
| Grand Totals: | | | | | | | | |
| | | | | | | | | 49,924.46 |

STAFF REPORT

Date Prepared: 10/22/13

For City Council Meeting on: 10/28/13

TO: Honorable Mayor and City Council

PREPARED BY: Marianne Bump, Finance Officer 

APPROVED BY: Gordon Zimmerman, City Administrator 

SUBJECT: Authorize closing Fund 45, OEDD Loan Repayment Fund and transferring the balance of \$755.50 to Fund 31, Sewer Fund Miscellaneous Income for the Fiscal Year ending 2012-2013.

SYNOPSIS: The OEDD Loan was for the building of the Sewer Plant and was paid off in December 2012. The payoff was less than the account balance therefore leaving a balance at the end of June 2013. We are currently in the audit phase of Fiscal Year 2012-2013 and would like to close Fund 45.

CITY COUNCIL OPTIONS:

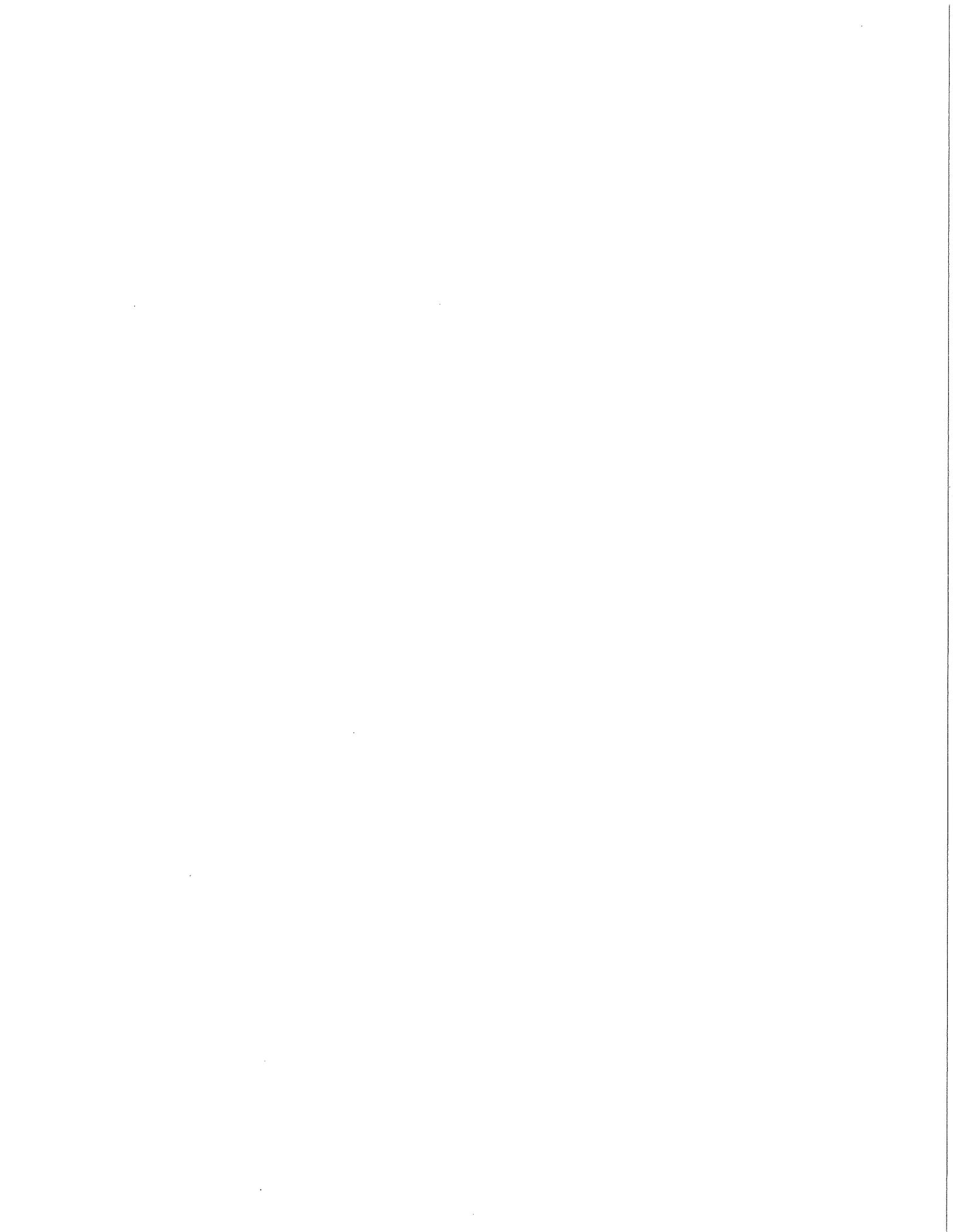
1. Approve Resolution No. 1284 as presented.
2. Establish other direction for staff to proceed
3. Take no action

RECOMMENDATION: The City Council, by motion, approves Resolution No. 1284 authorizing the closure of Fund 45, and transferring the balance of \$755.50 to Fund 31.

Legal Review and Opinion: N/A

Financial review and status: This action will close Fund 45 and transfer the balance to Fund 31.

BACKGROUND INFORMATION:



RESOLUTION NO. 1284

A RESOLUTION AUTHORIZING THE CLOSURE OF FUND 45, OEDD LOAN REPAYMENT FUND AND TRANSFERRING THE REMAINING BALANCE OF \$755.50 TO FUND 31, SEWER FUND FOR THE FISCAL YEAR END 2012-2013.

WHEREAS, the loan was paid off in December 2012 and the payoff was less than the account balance, leaving a credit of \$755.50; and

WHEREAS, the loan was for the Sewer Plant and should be transferred to Miscellaneous Income in Fund 31, Sewer Fund;

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

SECTION 1. Authorize the closing of Fund 45, OEDD Loan Repayment Fund and transferring the balance of \$755.50 to Fund 31, Sewer Fund, Miscellaneous Income.

SECTION 2. Effective Date. This resolution shall become effective upon adoption by the City Council and approval by the Mayor and shall remain in effect until the completion of FY 2012-2013 audit.

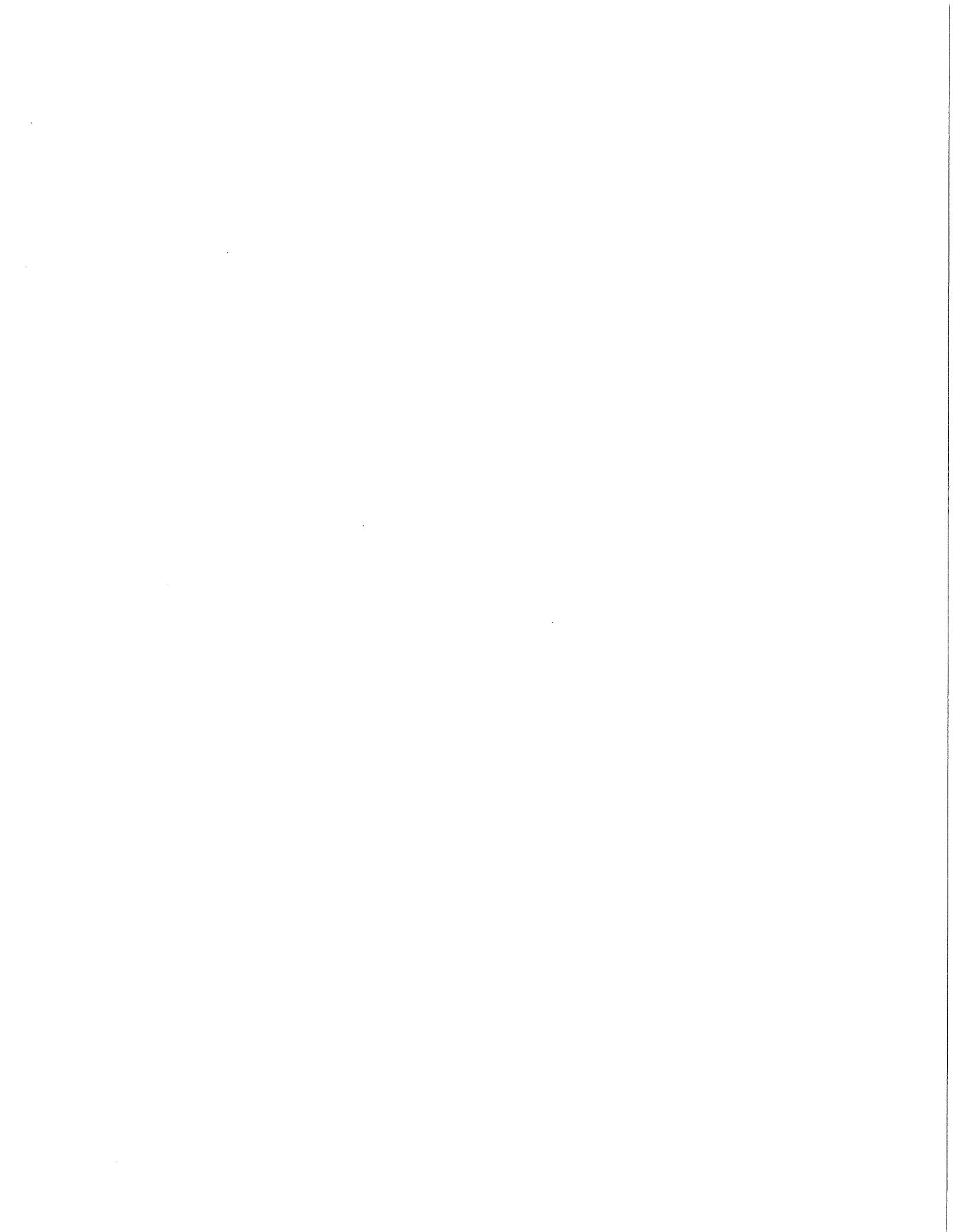
ADOPTED by the City Council this 28th day of October, 2013.

APPROVED by the Mayor this 28th day of October, 2013.

Mayor Tom Cramblett

ATTEST:

City Recorder Kathy Woosley



STAFF REPORT

Date Prepared: October 22, 2013

For City Council Meeting on: 10/28/13

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley

APPROVED BY: Gordon Zimmerman, City Administrator

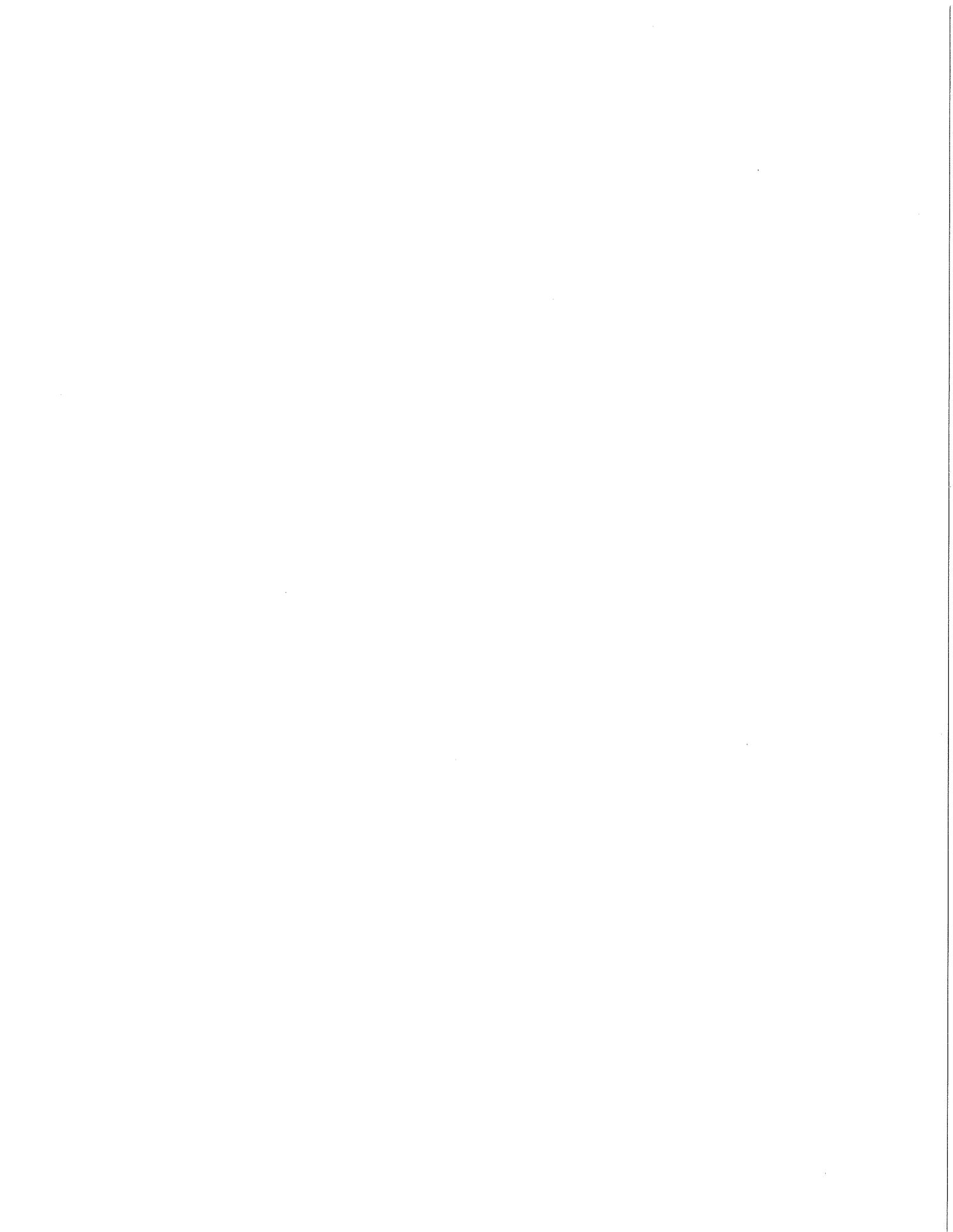
SUBJECT: Decision to reschedule or cancel 11/11/13 City Council Meeting.

SYNOPSIS: Monday, November 11, 2013, is Veteran's Day and City Hall will be closed. The regularly scheduled Council meeting can be canceled or rescheduled for Tuesday, November 12, 2013.

CITY COUNCIL OPTIONS:

1. Cancel the first meeting in November.
2. Reschedule the first meeting in November to another night.

RECOMMENDATION: Council decision.



STAFF REPORT

Date Prepared: 10/10/13

For City Council Meeting on: 10/28/13

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder *KW*

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Ordinance No. 426 amending penalties as recommended by legal counsel.

SYNOPSIS: The City is having ordinances codified by American Legal Publishing and upon review suggestions were made to review the penalty and insurance coverage amounts found in older ordinances. These ordinances were given to City Attorney Ruben Cleaveland for review. Amendments have been made per his recommendations.

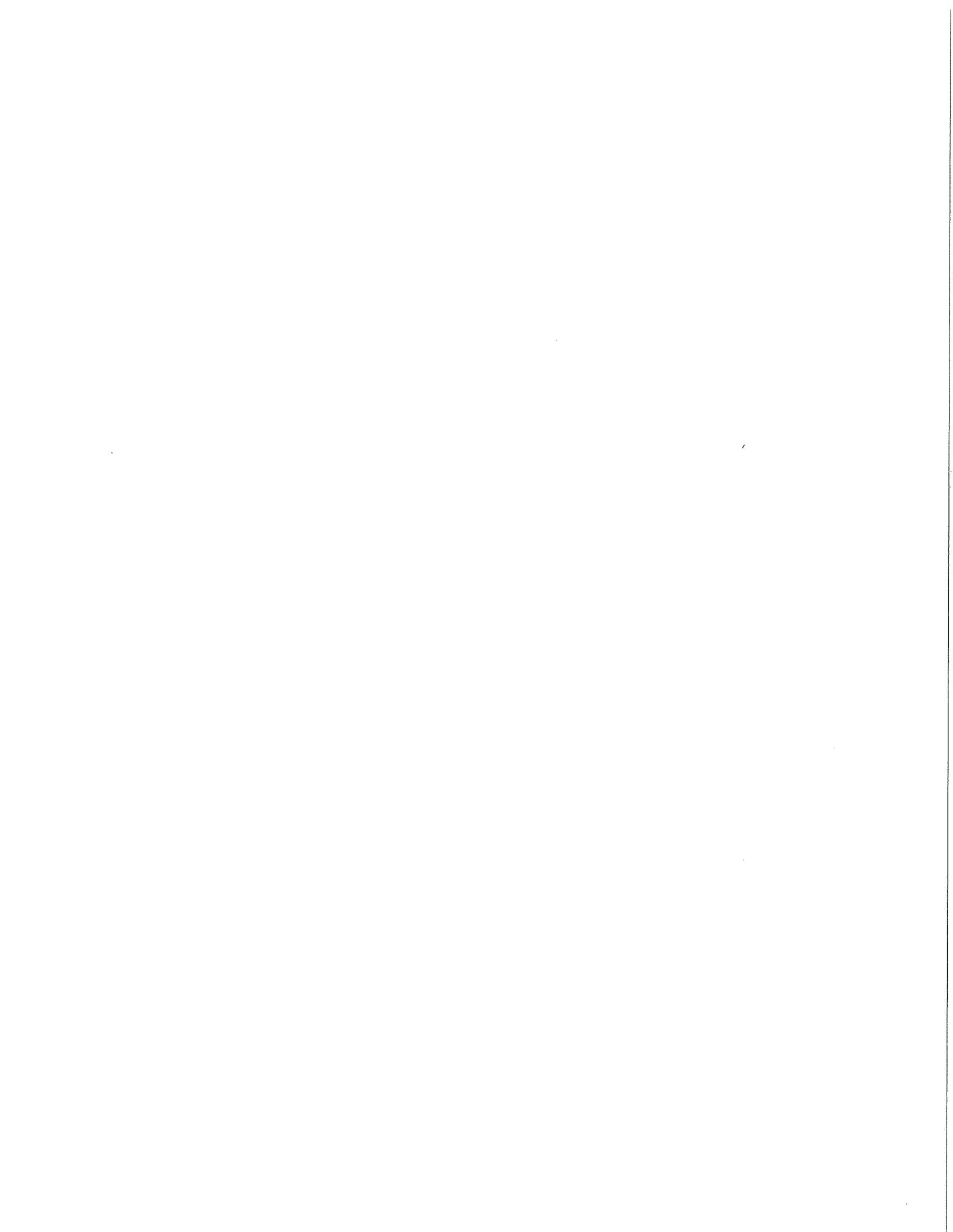
CITY COUNCIL OPTIONS:

1. Approve Ordinance No. 426.
2. Make no changes.
3. Other action as deemed desirable by City Council.

RECOMMENDATION: That the City Council, by motion, approve, have the first and second reading of Ordinance No. 426.

Legal Review and Opinion: Attached.

Financial review and status: NA



ORDINANCE NO. 426

AN ORDINANCE AMENDING ORDINANCE NO. 392 TO INCREASE PENALTIES.

WHEREAS, the City is in the process of codifying ordinances and a review of ordinances has revealed that some penalties need to be increased;

WHEREAS, the legal counsel for the City reviewed and recommended an increase to the penalty.

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

SECTION 1. Amendment to Section 10 of Ordinance No. 392 to increase penalty to keep with current penalties for misdemeanors and to be current with usual fines for violating ordinances.

Section 10. Penalties. Any person or persons violating any of the provisions of Section 7 of this ordinance shall be guilty of disorderly conduct and, upon conviction thereof, shall be punished by a fine not to exceed \$1,250 or by imprisonment for not more than 100 days, or both.

Any person or persons violating any of the provision of this ordinance, except Section 7, shall, upon conviction thereof, be punished by a fine of not to exceed \$500 per day, or imprisonment or not to exceed 10 days, or both.

SECTION 2. 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 3. Effective Date. This ordinance shall become effective 30 days after adoption by the City Council and Approval by the Mayor.

ADOPTED by the City Council this 28th day of October, 2013.

APPROVED by the Mayor this 28th day of October, 2013.

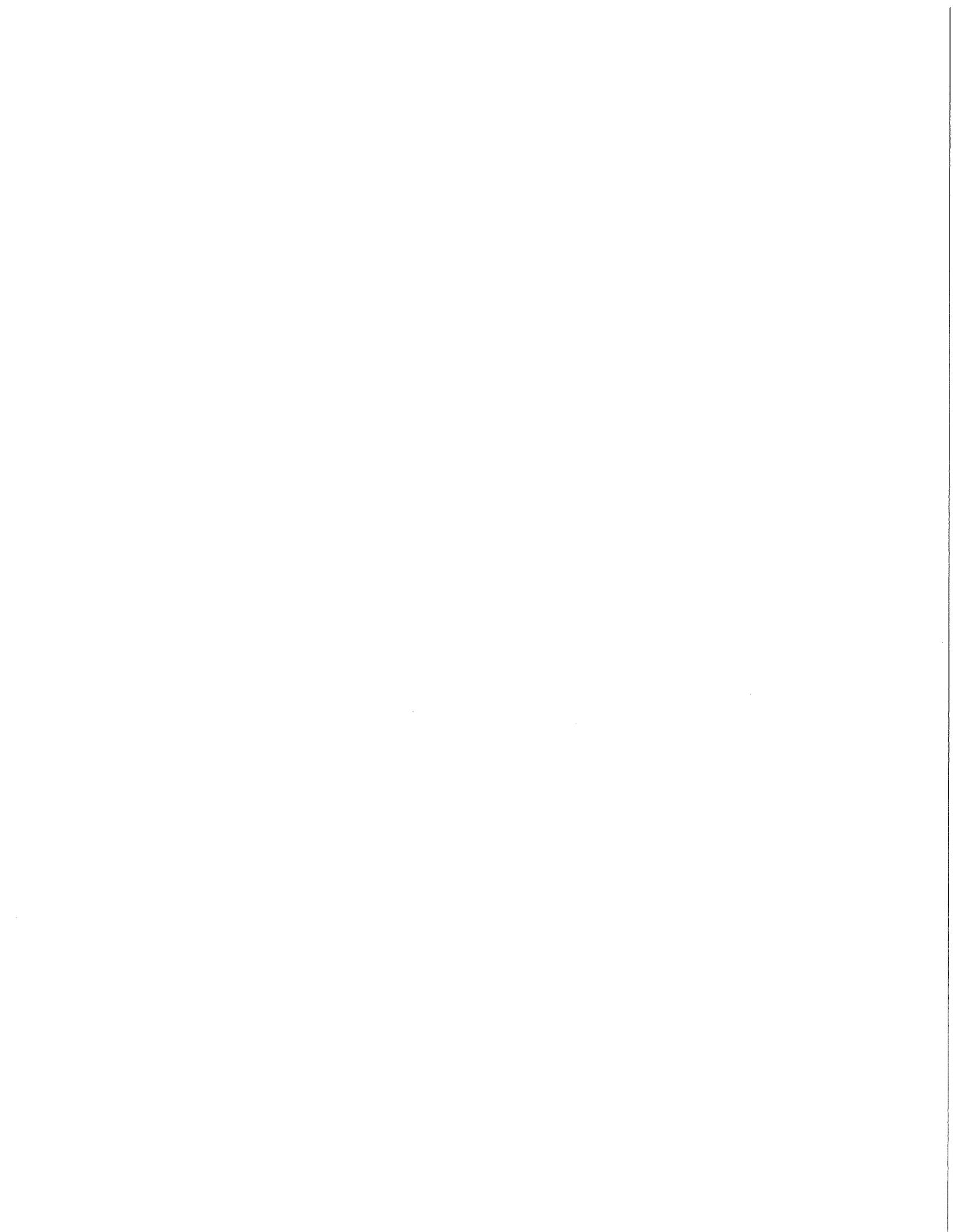
Mayor

ATTEST:

City Recorder

First Reading Approved: _____; Ayes _____; Nays _____

Second Reading Approved: _____; Ayes _____; Nays _____



SECTION 7. Special Waste Handling Fee. The City may enter into an agreement with a commercial or industrial business to allow discharge of higher strength sewage containing concentrations of BOD and TSS found in Section 6(e) to the City sewer system. A portion of such agreement may set times for discharge, pretreatment conditions, and fees for handling such higher strength sewage. The fee for handling such waste shall include plant operative costs calculated in increments of BOD, and TSS, plus twenty-five percent (25%) of that cost.

The City is not obligated to allow discharge of higher strength sewage to its system.

SECTION 8. Protection from Damage. No person or persons shall unlawfully, maliciously, willfully, or, as the result of gross negligence on his or their part, break, damage, destroy, uncover, deface, or tamper with any structure, facility, appurtenance, or equipment which is a part of the sanitary sewer system of the City of Cascade Locks. This section does not apply, however, to any employee of the City during the time he is engaged in his official employment, nor to any person or persons authorized to work in any manner thereon.

SECTION 9. Powers and Authority of Inspectors. The superintendent and other duly authorized employees of the City, bearing proper credentials and identification, shall be permitted to enter upon all properties for the purposes of inspections, observations, measurement, sampling, and testing, in accordance with the provisions of this ordinance, at such times and during such hours as the Council shall approve.

SECTION 10. Penalties. Any person or persons violating any of the provisions of Section 7 of this ordinance shall be guilty of disorderly conduct and, upon conviction thereof, shall be punished by a fine not to exceed \$500.00, or by imprisonment for not more than 100 days, or both.

Any person or persons violating any of the provisions of this ordinance, except Section 7, shall, upon conviction thereof, be punished by a fine of not to exceed \$100.00 per day, or imprisonment of not to exceed 10 days, or both.

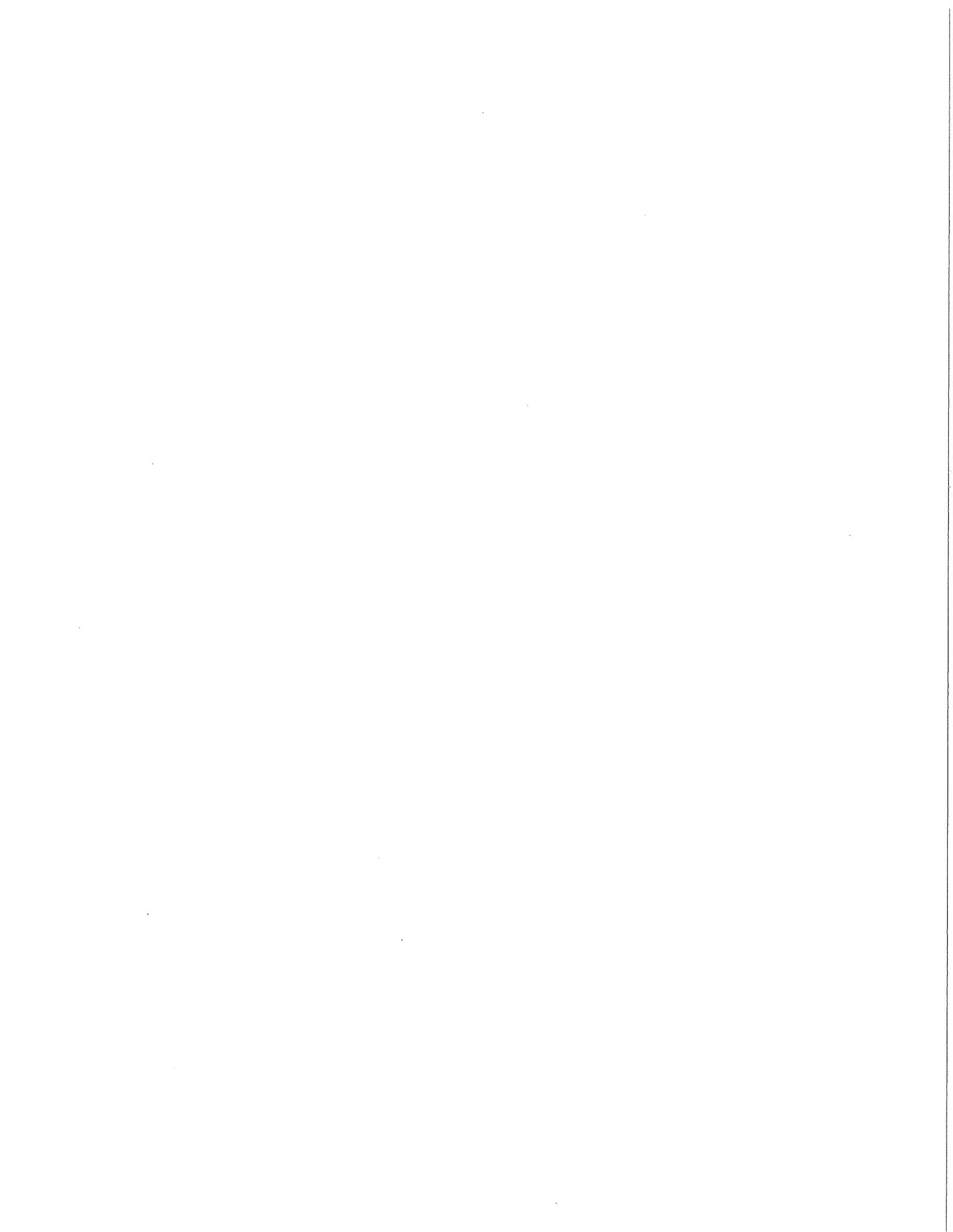
SECTION 11. Recovery of Damages. Any person or persons who, as the result of violating any of the provisions of this ordinance, cause any expenses, loss, or damage to the City of Cascade Locks shall immediately become liable to the City for the full sum of such expense, loss, or damage. The Council may, at its discretion, instruct the City attorney to proceed against any such person or persons, in any court of competent jurisdiction, in a civil action to be brought in the name of the City of Cascade Locks, for the recovery of the full sum of any such expense, loss, or damage sustained by the City.

SECTION 12. Validity. The invalidity of any section, clause, sentence, or provisions of this ordinance shall not affect the validity of any other part of this ordinance which can be given effect without such invalid part or parts.

SECTION 13. Monthly Rates. Monthly rates for sewer service, connection and other fees shall be set by resolution of the City Council.

SECTION 14. Repeal of Prior Ordinances. Ordinance No. 372 is hereby repealed.

SECTION 15. Effective Date. This Ordinance will become effective 30 days from the date of final adoption by the City Council.



STAFF REPORT

Date Prepared: 10/10/13

For City Council Meeting on: 10/28/13

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder *KW*

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Ordinance No. 427 amending penalties as recommended by legal counsel.

SYNOPSIS: The City is having ordinances codified by American Legal Publishing and upon review suggestions were made to review the penalty and insurance coverage amounts found in older ordinances. These ordinances were given to City Attorney Ruben Cleaveland for review. Amendments have been made per his recommendations.

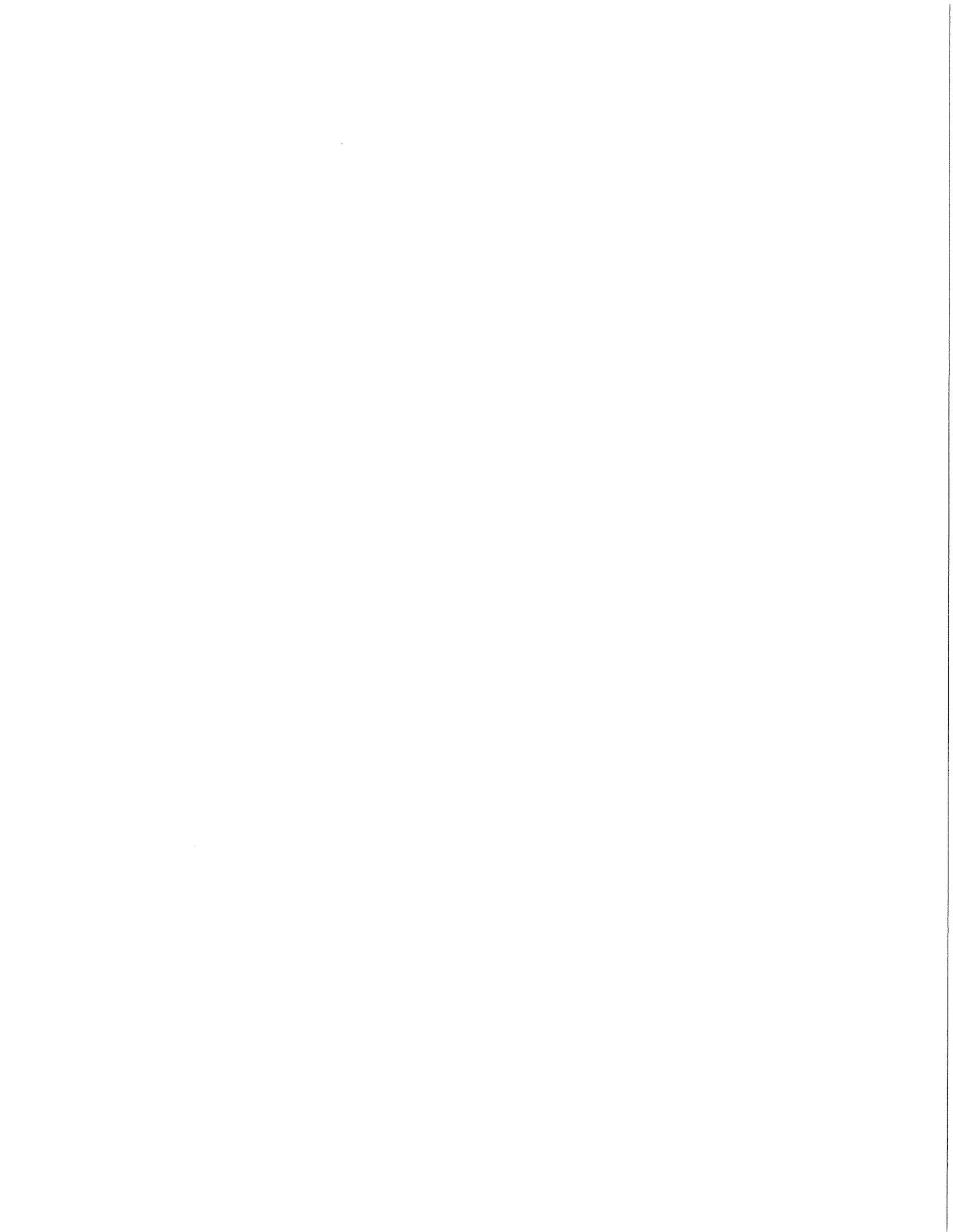
CITY COUNCIL OPTIONS:

1. Approve Ordinance No. 427.
2. Make no changes.
3. Other action as deemed desirable by City Council.

RECOMMENDATION: That the City Council, by motion, approve, have the first and second reading of Ordinance No. 427.

Legal Review and Opinion: Attached.

Financial review and status: NA



ORDINANCE NO. 427

AN ORDINANCE AMENDING ORDINANCE NO. 357 TO INCREASE PENALTIES.

WHEREAS, the City is in the process of codifying ordinances and a review of ordinances has revealed that some penalties need to be increased;

WHEREAS, the legal counsel for the City reviewed and recommended an increase to the penalty.

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

SECTION 1. Amendment to Section 36 of Ordinance No. 357. Section 36 shall be amended to increase the illegal parking in a designated handicap space from \$190.00 to \$450.00.

SECTION 36. SCHEDULE OF PARKING FINES.

(1) The initial schedule of fines for certain violations of the provisions of this Ordinance shall be as follows:

- (a) Parking in violation of Section 22 (1) or (2):** \$ 15.00
- (b) Parking in violation of Section 9:** \$ 20.00
- (c) Parking in violation of Section 26:** \$ 25.00
- (d) Illegal parking in a designated handicap space:** \$450.00
- (e) All other parking violation in the Ordinance:** \$ 25.00

SECTION 2. 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 3. Effective Date. This ordinance shall become effective 30 days after adoption by the City Council and Approval by the Mayor.

ADOPTED by the City Council this 28th day of October, 2013.

APPROVED by the Mayor this 28th day of October, 2013.

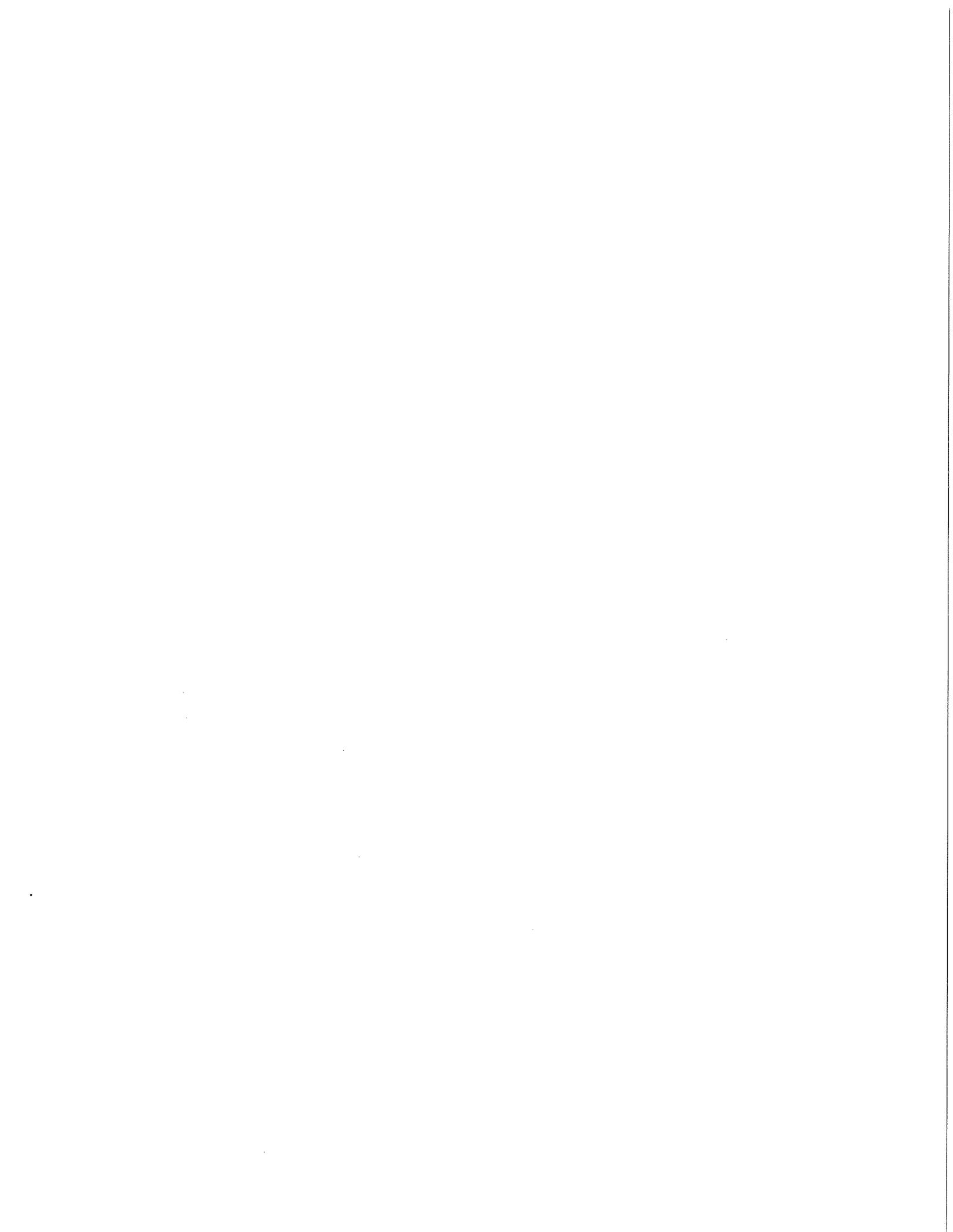
Mayor

ATTEST:

City Recorder

First Reading Approved: _____; Ayes _____; Nays _____

Second Reading Approved: _____; Ayes _____; Nays _____



- (1) Whenever a vehicle becomes stalled for any reason, whether or not in violation of this ordinance, on any part of a snow emergency route on which there is a covering of snow, sleet or ice or on which there is a parking prohibition in effect, the person operating such vehicle shall take immediate action to have the vehicle towed or pushed off the roadway of such snow emergency route.
- (2) No person shall abandon or leave his vehicle in the roadway of a snow emergency route except for the purpose of securing assistance during the actual time necessary to go to a nearby telephone or garage, gasoline station, or other place of assistance and return without delay.

SECTION 32. STANDING OR PARKING OF BUSES AND TAXICABS. The operator of a bus or taxicab shall not stand or park the vehicle upon a street in a business district at a place other than a bus stop or taxicab stand, respectively, except that this provision shall not prevent the operator of a taxicab from temporarily stopping his vehicle outside a traffic lane while loading or unloading passengers.

SECTION 33. RESTRICTED USE OF BUS AND TAXICAB STANDS. No person shall stand or park a vehicle other than a taxicab in a taxicab stand, or a bus in a bus stop, except that the operator of a passenger vehicle may temporarily stop for the purpose of and while actually engaged in loading or unloading passengers, when stopping does not interfere with a bus or taxicab waiting to enter or about to enter the restricted space.

SECTION 34. EXTENSION OF PARKING TIME. Where maximum parking limits are designated by sign, movement of a vehicle within a block shall not extend the time limits for parking.

SECTION 35. EXEMPTIONS. The provisions of sections 22 through 34, regulating the parking or standing of vehicles, shall not apply to a vehicle of the City, county or state or public utility while necessarily in use for construction or repair work on a street, or a vehicle owned by the United States while in use for the collection, transportation, or delivery of mail, or a vehicle of a disabled person, properly permitted, parking in compliance with the provisions of ORS 811.635 to 811.637.

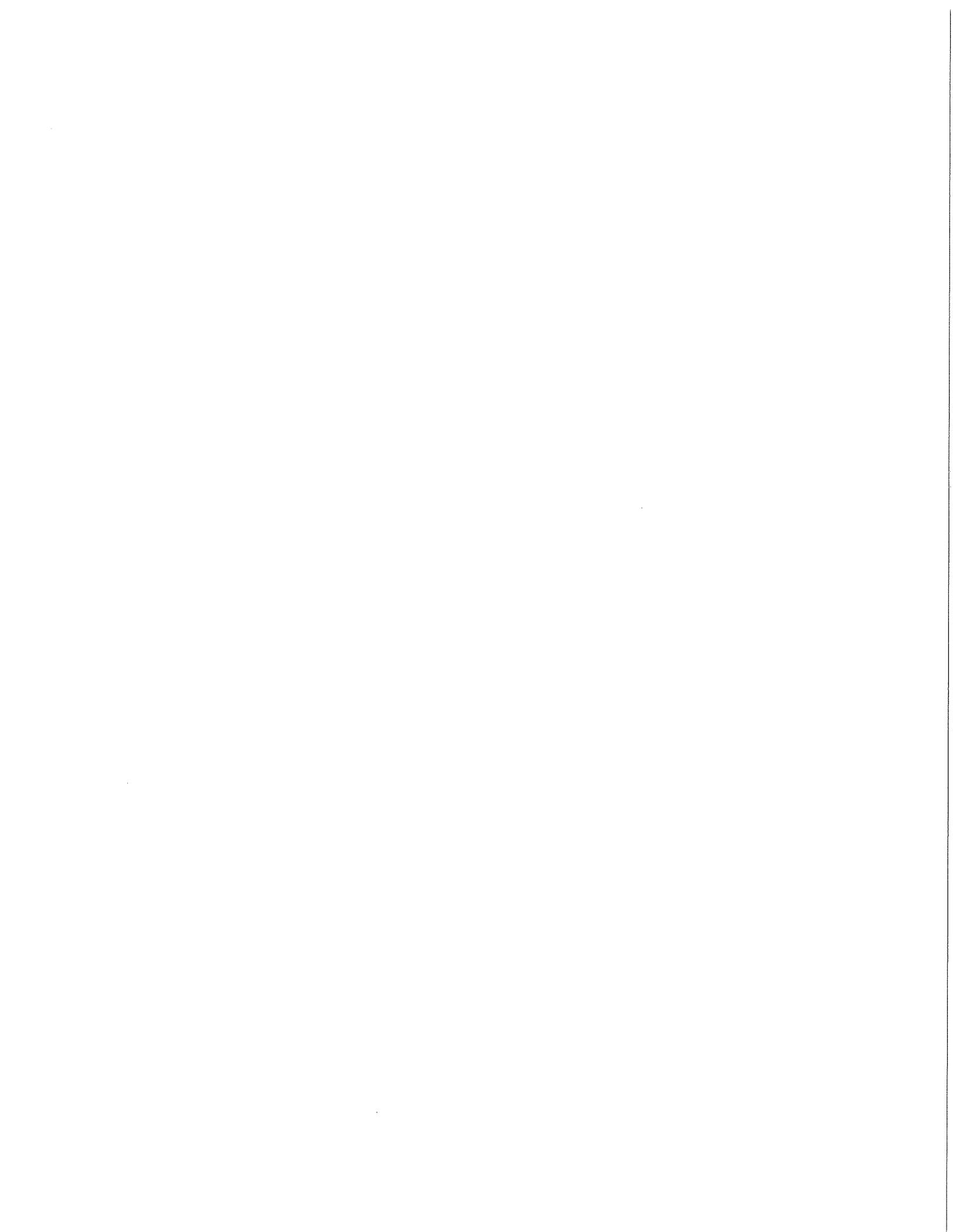
PARKING VIOLATIONS - SCHEDULE OF FINES

SECTION 36. SCHEDULE OF PARKING FINES.

- (1) The initial schedule of fines for certain violations of the provisions of this Ordinance shall be as follows:

| | |
|-----------------------------------------------------|-----------------------|
| (a) Parking in violation of Section 22 (1) or (2): | \$ 15.00 |
| (b) Parking in violation of Section 9: | \$ 20.00 |
| (c) Parking in violation of Section 26: | \$ 30.00 <u>25.00</u> |
| (d) Illegal parking in a designated handicap space: | \$190.00 |
| (e) All other parking violations in the Ordinance: | \$ 25.00 |
- (2) Fines for violation of this Ordinance may be set or amended by resolution of the City Council.

BICYCLES



STAFF REPORT

Date Prepared: 10/10/13

For City Council Meeting on: 10/28/13

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder *KW*

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Ordinance No. 428 amending penalties as recommended by legal counsel.

SYNOPSIS: The City is having ordinances codified by American Legal Publishing and upon review suggestions were made to review the penalty and insurance coverage amounts found in older ordinances. These ordinances were given to City Attorney Ruben Cleaveland for review. Amendments have been made per his recommendations.

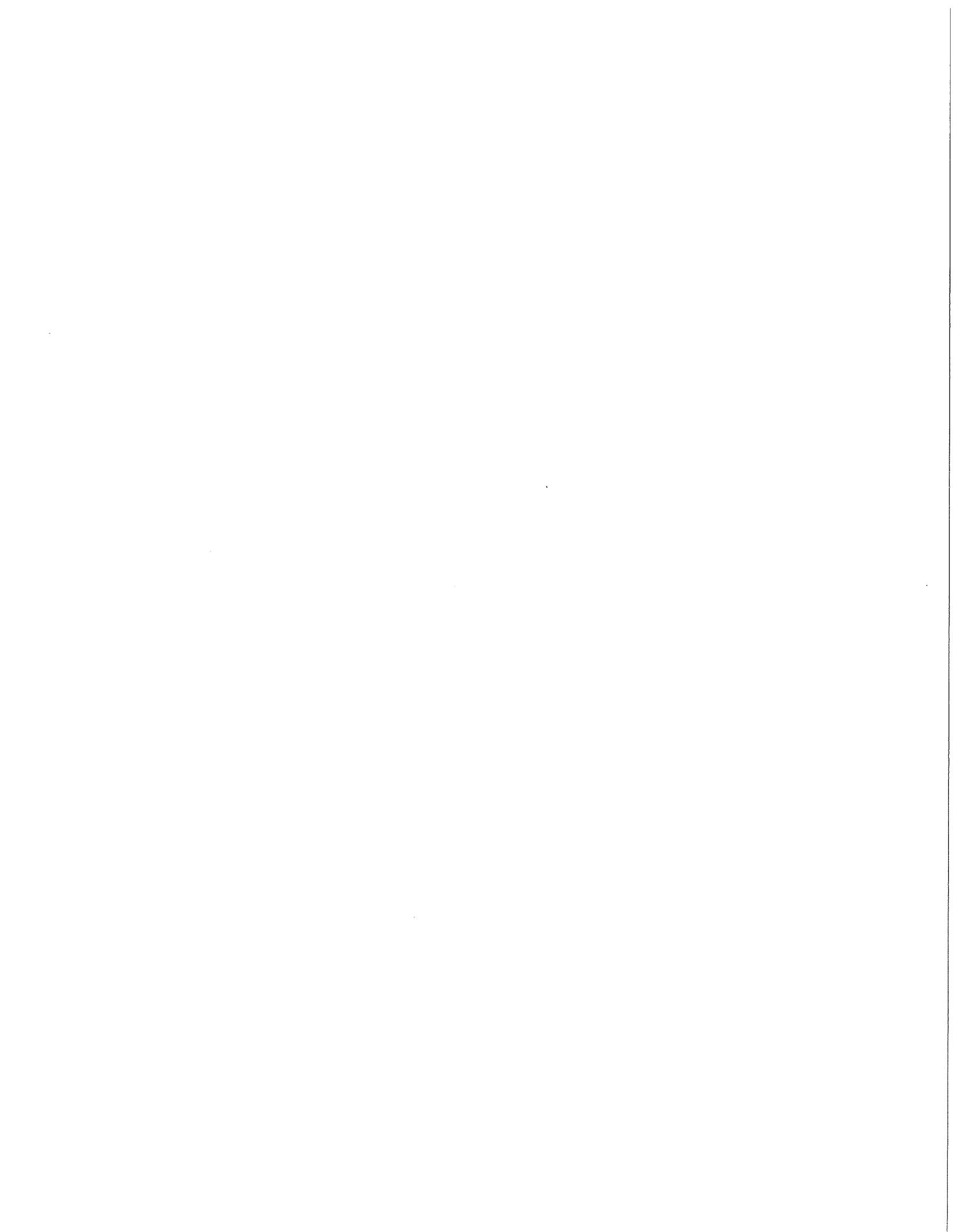
CITY COUNCIL OPTIONS:

1. Approve Ordinance No. 428.
2. Make no changes.
3. Other action as deemed desirable by City Council.

RECOMMENDATION: That the City Council, by motion, approve, have the first and second reading of Ordinance No. 428.

Legal Review and Opinion: Attached.

Financial review and status: NA



ORDINANCE NO. 428

revised 10/10/13

AN ORDINANCE AMENDING ORDINANCE NO. 301 TO INCREASE PENALTIES.

WHEREAS, the City is in the process of codifying ordinances and a review of ordinances has revealed that some penalties need to be increased;

WHEREAS, the legal counsel for the City reviewed and recommended an increase to the penalty.

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

SECTION 1. Amendment to Section 14 of Ordinance No. 301. Section 14 shall be amended to increase the penalty to \$500.00 per day.

Section 14. Penalties. Any person, firm, or corporation violating any of the provisions of this ordinance shall be deemed guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of this ordinance is committed, continued or permitted; and, upon conviction of any such violation, such person shall be punishable by a fine of not more than \$500.00 per day for each day said violation continues.

SECTION 2. 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 3. Effective Date. This ordinance shall become effective 30 days after adoption by the City Council and Approval by the Mayor.

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

APPROVED by the Mayor this _____ day of _____, 2013.

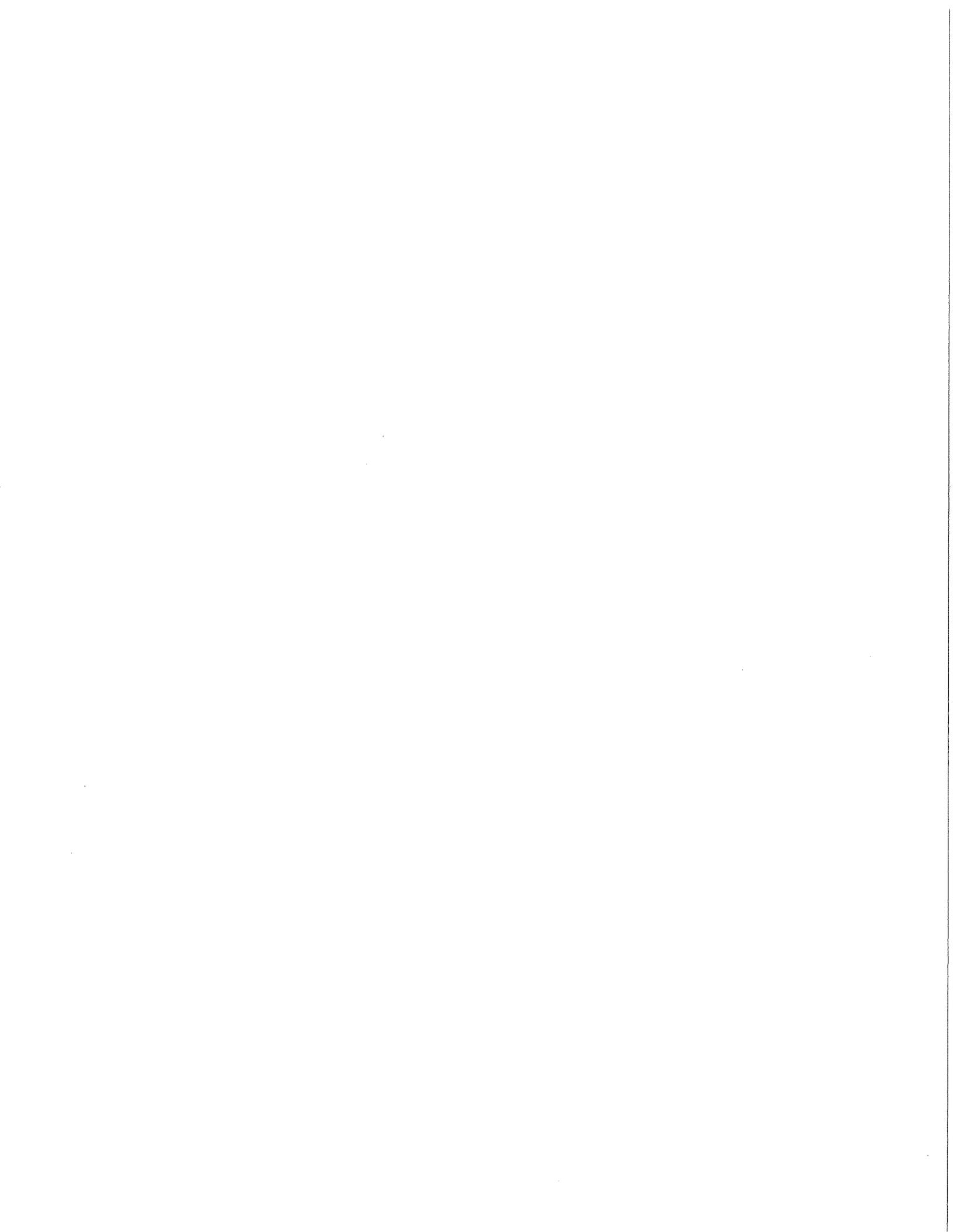
Mayor

ATTEST:

City Recorder

First Reading Approved: _____; Ayes _____; Nays _____

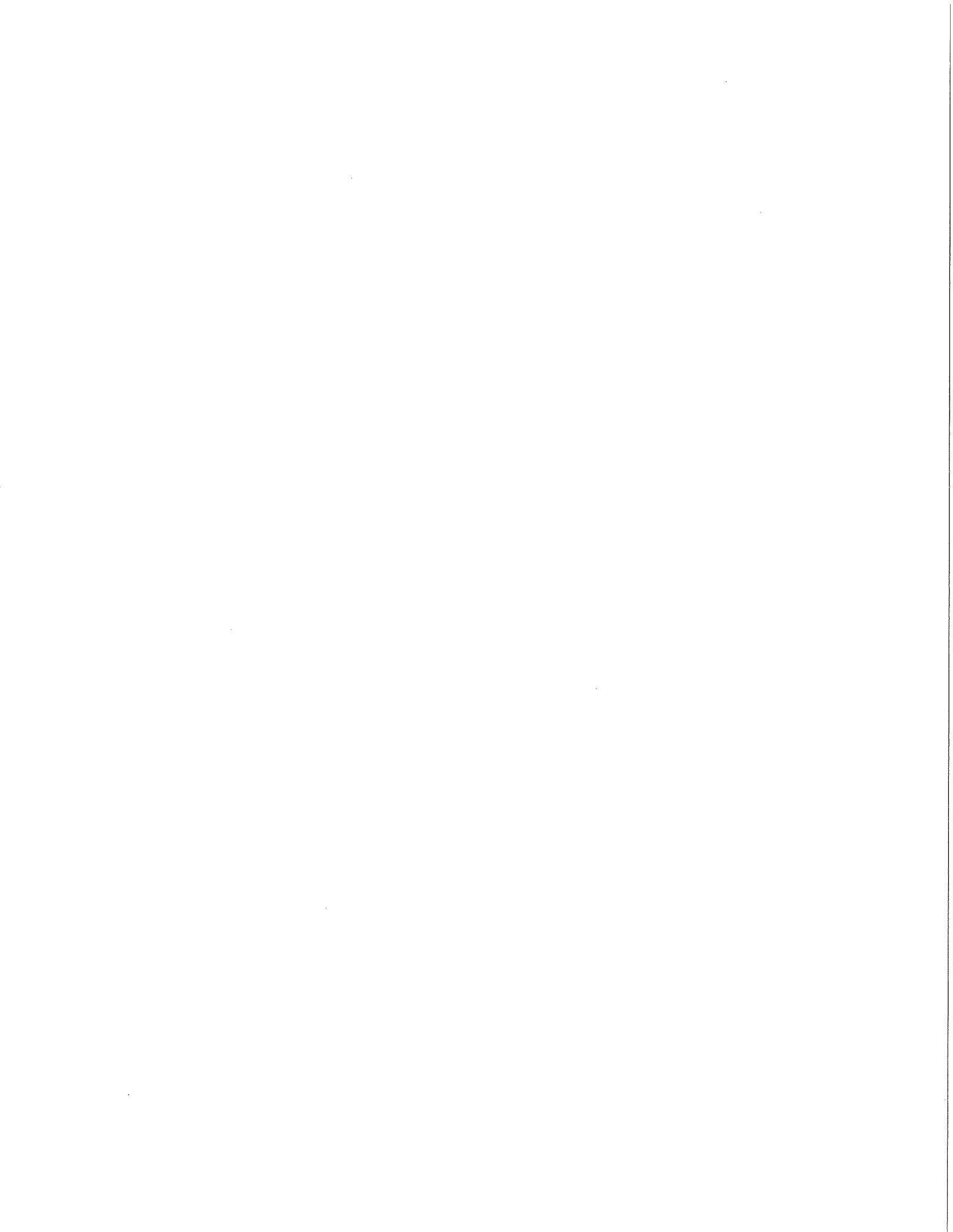
Second Reading Approved: _____; Ayes _____; Nays _____



Section 14. Penalties. Any person firm or corporation violating any of the provisions of this ordinance shall be deemed guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of this ordinance is committed, continued or permitted; and, upon conviction of any such violation, such person shall be punishable by a fine of not more than \$100.00 per day for each day said violation continues.

ADOPTED by the City Council the 24th day of August, 1992.

APPROVED by the Mayor this 24th day of August, 1992.



STAFF REPORT

Date Prepared: 10/10/13

For City Council Meeting on: 10/28/13

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder *KW*

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Ordinance No. 429 amending penalties as recommended by legal counsel.

SYNOPSIS: The City is having ordinances codified by American Legal Publishing and upon review suggestions were made to review the penalty and insurance coverage amounts found in older ordinances. These ordinances were given to City Attorney Ruben Cleaveland for review. Amendments have been made per his recommendations.

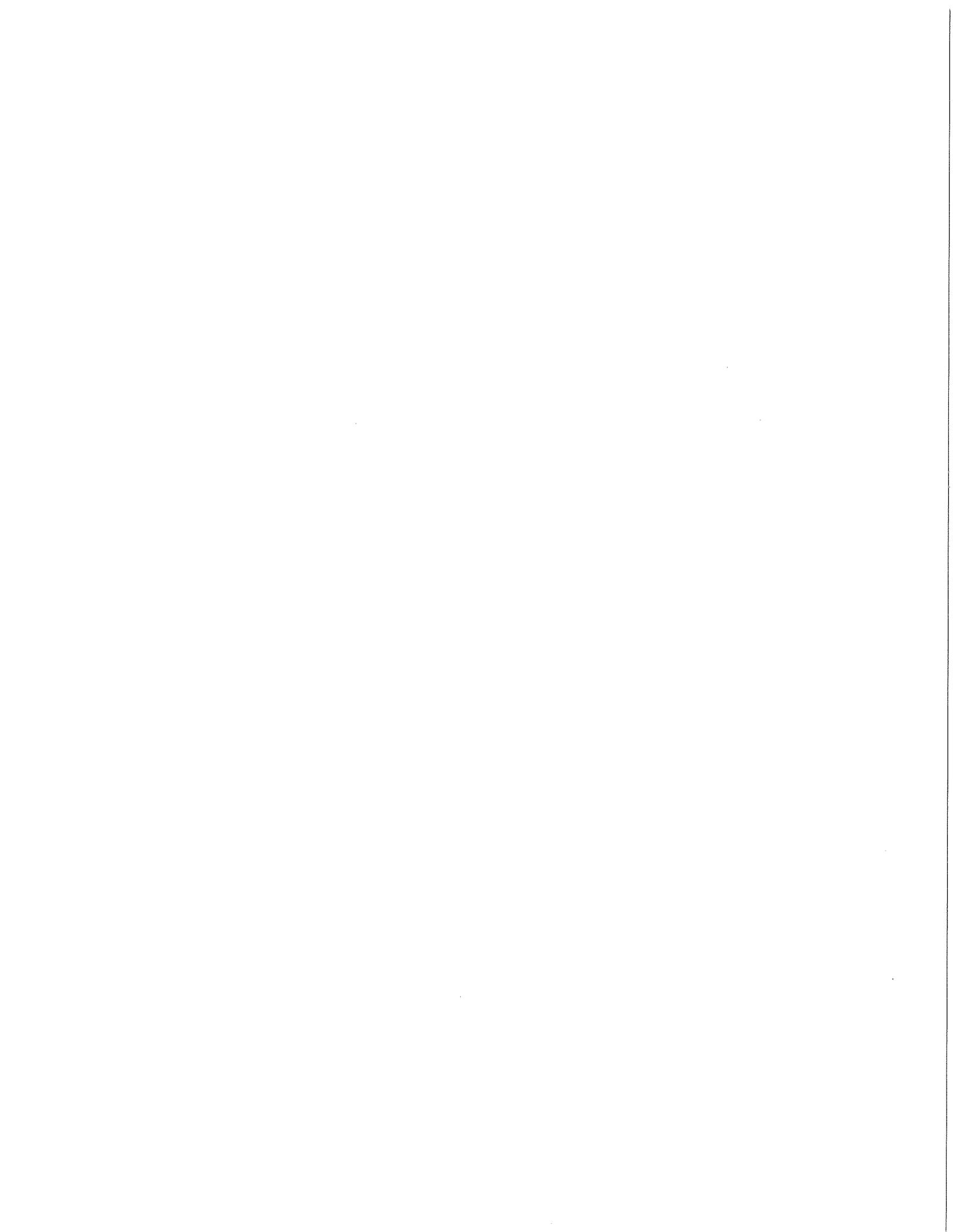
CITY COUNCIL OPTIONS:

1. Approve Ordinance No. 429.
2. Make no changes.
3. Other action as deemed desirable by City Council.

RECOMMENDATION: That the City Council, by motion, approve, have the first and second reading of Ordinance No. 429.

Legal Review and Opinion: Attached.

Financial review and status: NA



ORDINANCE NO. 429

revised 10/10/13

AN ORDINANCE AMENDING ORDINANCE NO. 331 TO INCREASE PENALTIES.

WHEREAS, the City is in the process of codifying ordinances and a review of ordinances has revealed that some penalties need to be increased;

WHEREAS, the legal counsel for the City reviewed and recommended an increase to the penalty.

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

SECTION 1. Amendment to Section 8 of Ordinance No. 331. Section 8 shall be amended to increase the penalty to \$500.00 per day.

Section 8. Failure to Comply with Permit Conditions. Failure to comply with permit conditions will result in:

- (a) A written statement issued by the City Administrator informing of an unsatisfactory condition, and specifying the corrective action to be taken within a definite time limit;
- (b) If corrective action is not completed by the owner/operator/trucker within a specified time to prevent or reverse the damage potentially caused by an unsatisfactory condition, the transportation permit shall be revoked. The City may then complete the corrective action and the costs shall be paid by the permit holder along with all fines. All fines and costs must be paid before the transportation permit will be reinstated.

Any person, firm, corporation or partnership found to be in violation of this ordinance can be subject to a fine not to exceed \$500.00; each day a violation is found to exist shall constitute a separate violation. This fine is in addition to any fine and/or costs imposed for the violation of other specific City Ordinances.

SECTION 2. 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 3. Effective Date. This ordinance shall become effective 30 days after adoption by the City Council and Approval by the Mayor.

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

APPROVED by the Mayor this _____ day of _____, 2013.

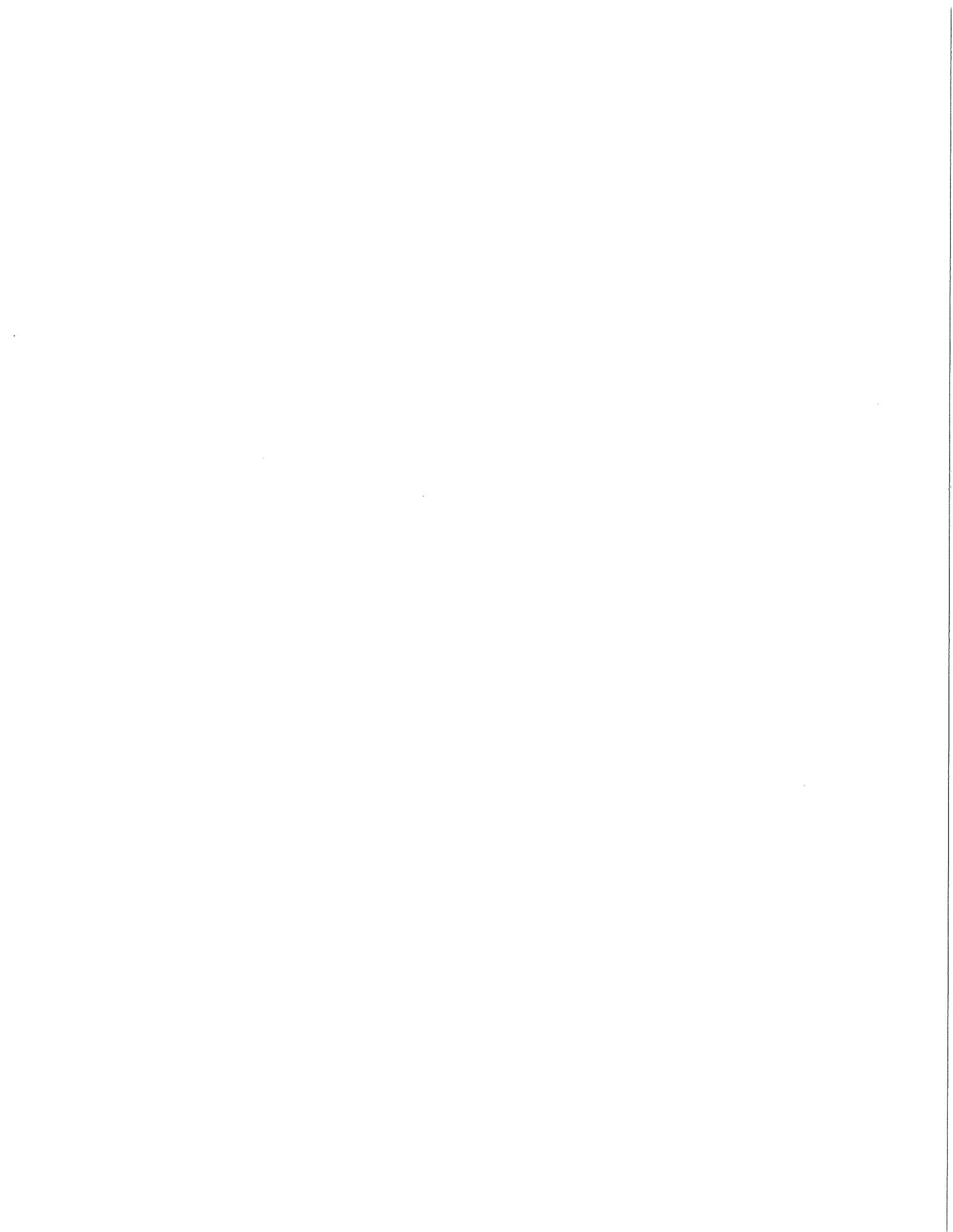
Mayor

ATTEST:

City Recorder

First Reading Approved: _____; Ayes _____; Nays _____

Second Reading Approved: _____; Ayes _____; Nays _____



Permit conditions shall require conformance to the City Ordinances related to fire prevention, traffic congestion, dumping of hazardous materials, street maintenance, parking, noise, and other ordinances including those relating to public nuisances.

SECTION 8. Failure to Comply with Permit Conditions. Failure to comply with permit conditions will result in:

- (a) A written statement issued by the City Administrator informing of an unsatisfactory condition, and specifying the corrective action to be taken within a definite time limit;
- (b) If corrective action is not completed by the owner/operator/trucker within a specified time to prevent or reverse the damage potentially caused by an unsatisfactory condition, the transportation permit shall be revoked. The City may then complete the corrective action and the costs shall be paid by the permit holder along with all fines. All fines and costs must be paid before the transportation permit will be reinstated.

Any person, firm, corporation or partnership found to be in violation of this ordinance can be subject to a fine not to exceed \$250.00; each day a violation is found to exist shall constitute a separate violation. This fine is in addition to any fine and/or costs imposed for the violation of other specific City Ordinances.

SECTION 9. Appeals. Any decision of the City Administrator may be appealed by the applicant, to the City Council by filing a letter of intent to appeal to the City, within 15 days of the City Administrator's decision.

All appeals shall be set for public hearing at a regular City Council meeting within 30 days of the filing of the appeal. The City Council may either affirm, modify, or reverse the decision of the City Administrator.

SECTION 10. Repeal of Prior Ordinances. City of Cascade Locks Ordinances 275 and 285 and AMENDMENTS thereto are hereby repealed.

ADOPTED by the City Council this 11th day of May, 1998.

APPROVED by the Mayor this 11th day of May, 1998.

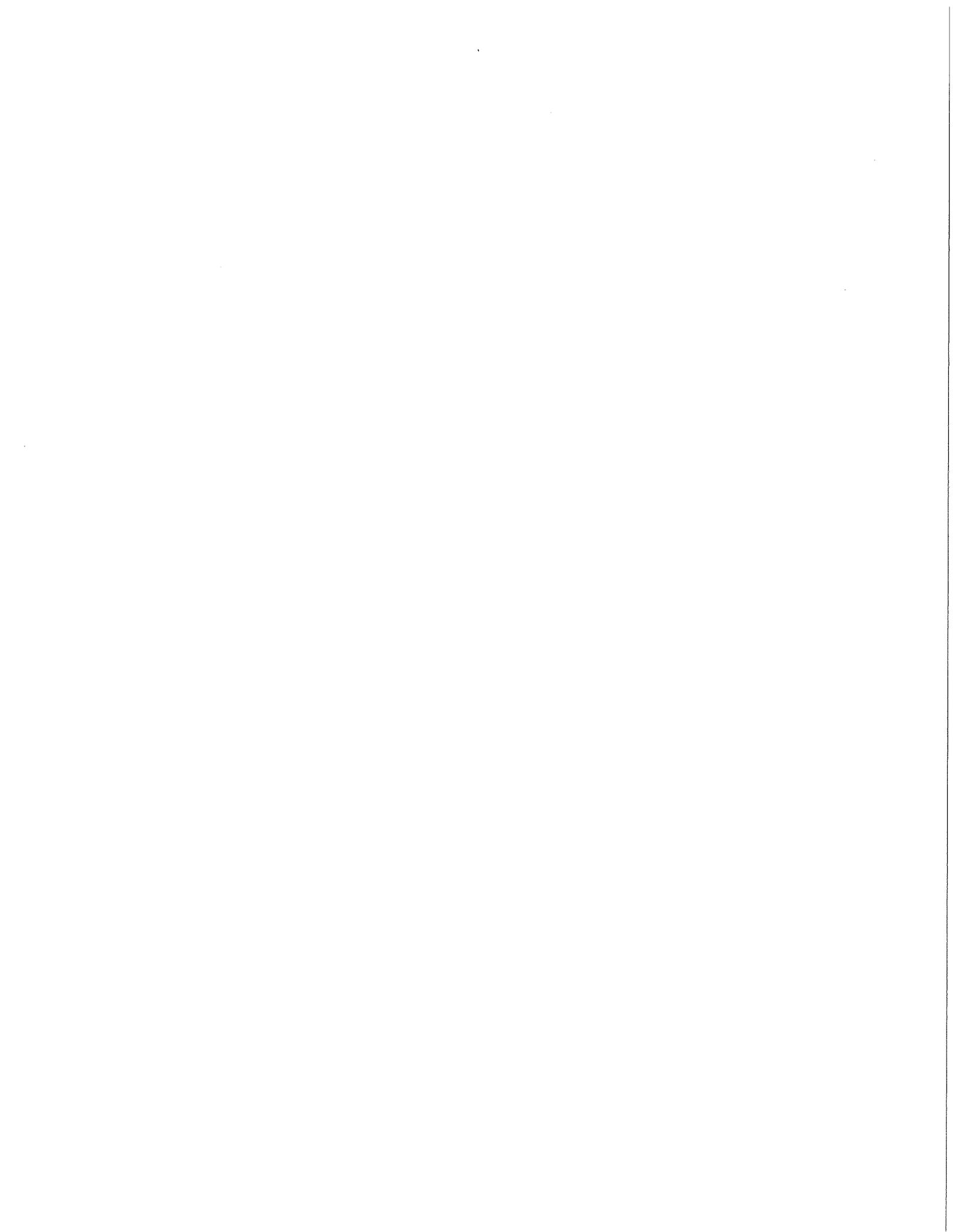
ATTEST:

Mayor

City Recorder

First Reading Approved: 05/11/98; Ayes 7; Nays 0.

Second Reading Approved: 05/11/98; Ayes 7; Nays 0.



AGENDA ITEM NO

5.g.

STAFF REPORT

Date Prepared: 10/10/13

For City Council Meeting on: 10/28/13

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder *KW*

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Ordinance No. 430 increasing general liability amount and naming City of Cascade Locks as additional insured as recommended by legal counsel.

SYNOPSIS: The City is having ordinances codified by American Legal Publishing and upon review suggestions were made to review the penalty and insurance coverage amounts found in older ordinances. These ordinances were given to City Attorney Ruben Cleaveland for review. Amendments have been made per his recommendations.

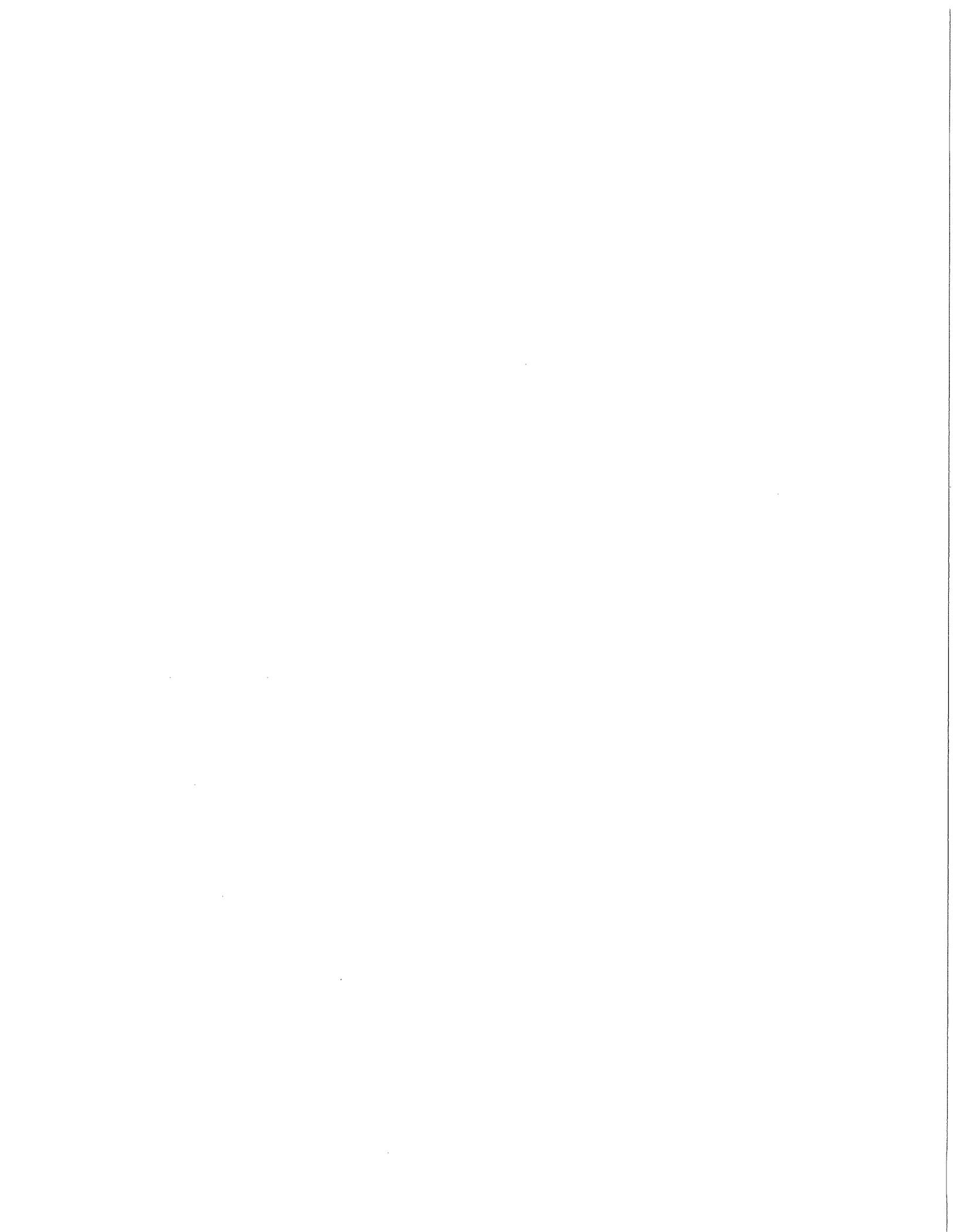
CITY COUNCIL OPTIONS:

1. Approve Ordinance No. 430.
2. Make no changes.
3. Other action as deemed desirable by City Council.

RECOMMENDATION: That the City Council, by motion, approve, have the first and second reading of Ordinance No. 430.

Legal Review and Opinion: Attached.

Financial review and status: NA



ORDINANCE NO. 430

AN ORDINANCE AMENDING ORDINANCE NO. 382 TO INCREASE GENERAL LIABILITY INSURANCE AMOUNT AND NAME CITY OF CASCADE LOCKS AS ADDITIONAL INSURED.

WHEREAS, the City is in the process of codifying ordinances and a review of ordinances has revealed that penalties and insurance amounts need to be increased;

WHEREAS, the legal counsel for the City reviewed and recommended an increase to the general liability insurance;

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

SECTION 1. Amendment to Section 5.060 G. of Ordinance No. 382. Section 5.060 G. shall be amended to increase the general liability insurance and name City of Cascade Locks as additional insured.

Section 5.060. Blasting. G. The Fire Marshal, before issuing a permit for blasting, shall require the person or entity to whom the permit is issued to execute and deliver a certificate of General Liability insurance coverage in a form to be approved by the City, naming the City as additional insured, in an amount not less than two million dollars (\$2,000,000) or such additional amount as may be reasonable under all of the circumstances then existing as determined by the Fire Marshal. The certificate of insurance shall state on its face that the underlying liability insurance policy includes coverage for indemnification of the City, its officers, agents, any blasting consultant in the employ of the City, and employees, against any claims brought by owners of any property for loss or damage that resulted from such blasting and coverage to indemnify, hold harmless and defend the City, its officers, agents, and employees in and from any cost, attorney's fees or judgments incurred or rendered in any and all suits or actions brought against it as a result in whole or in part from the blasting.

SECTION 2. 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 3. Effective Date. This ordinance shall become effective 30 days after adoption by the City Council and Approval by the Mayor.

ADOPTED by the City Council this 28th day of October, 2013.

APPROVED by the Mayor this 28th day of October, 2013.

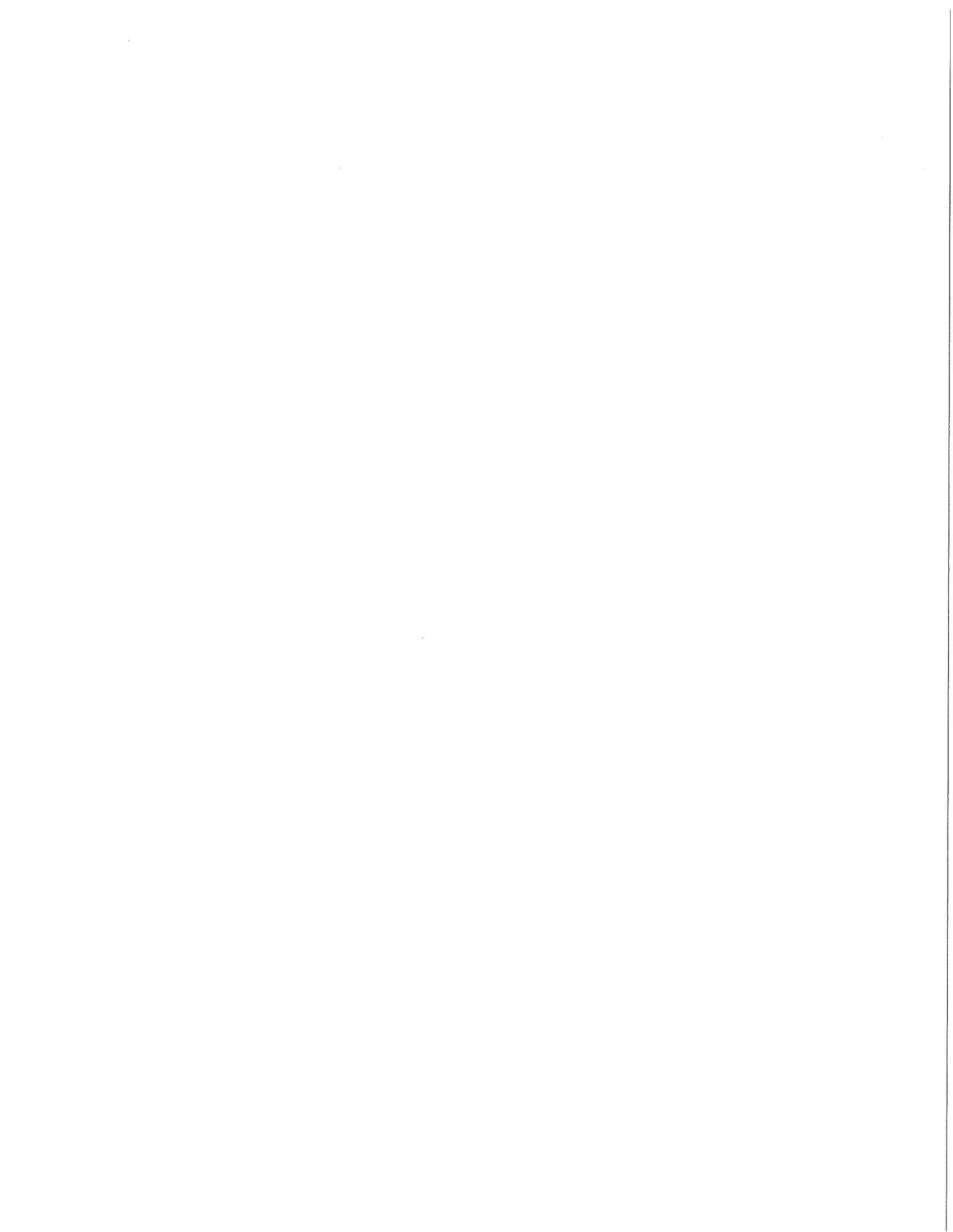
Mayor

ATTEST:

City Recorder

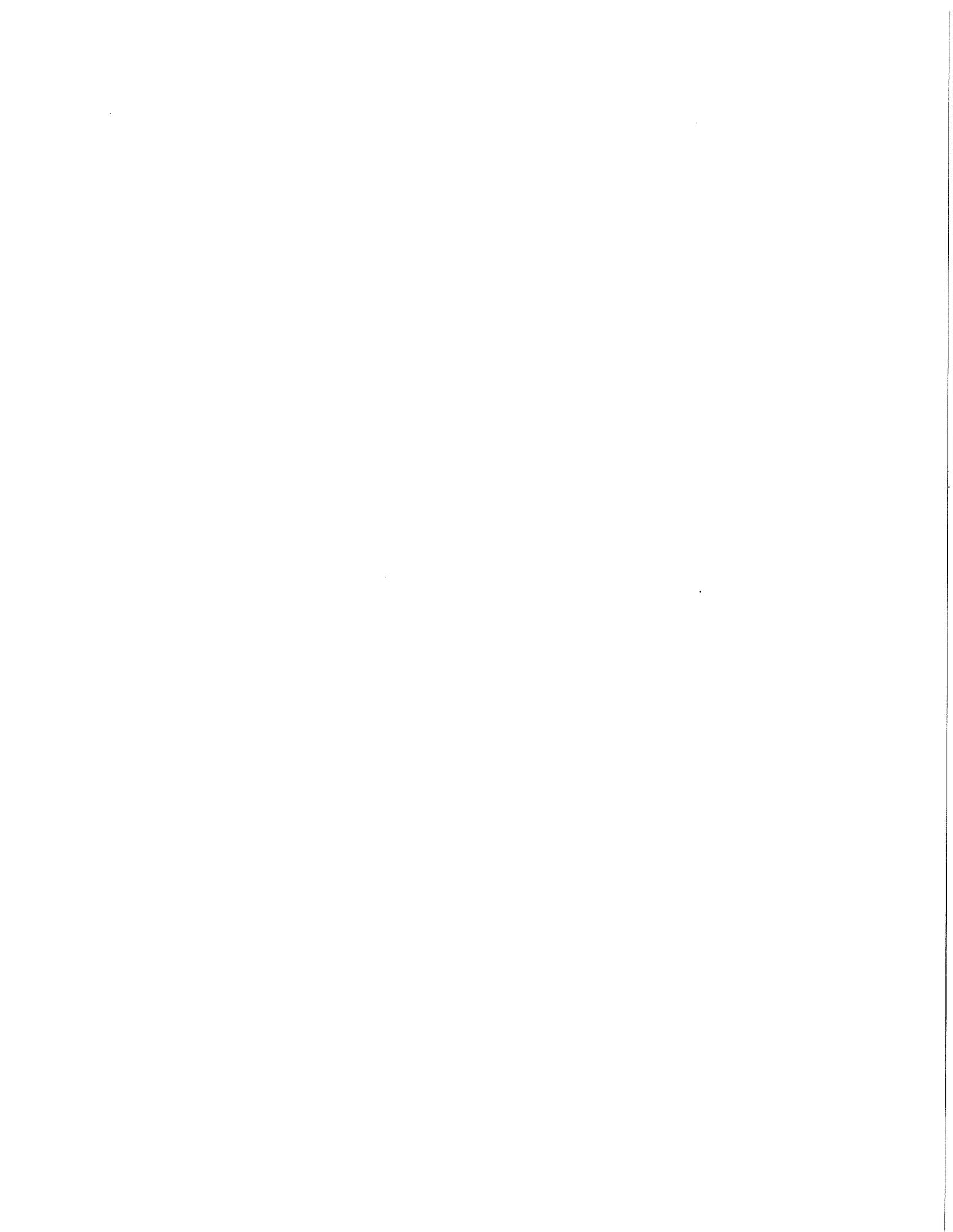
First Reading Approved: _____; Ayes _____; Nays _____

Second Reading Approved: _____; Ayes _____; Nays _____

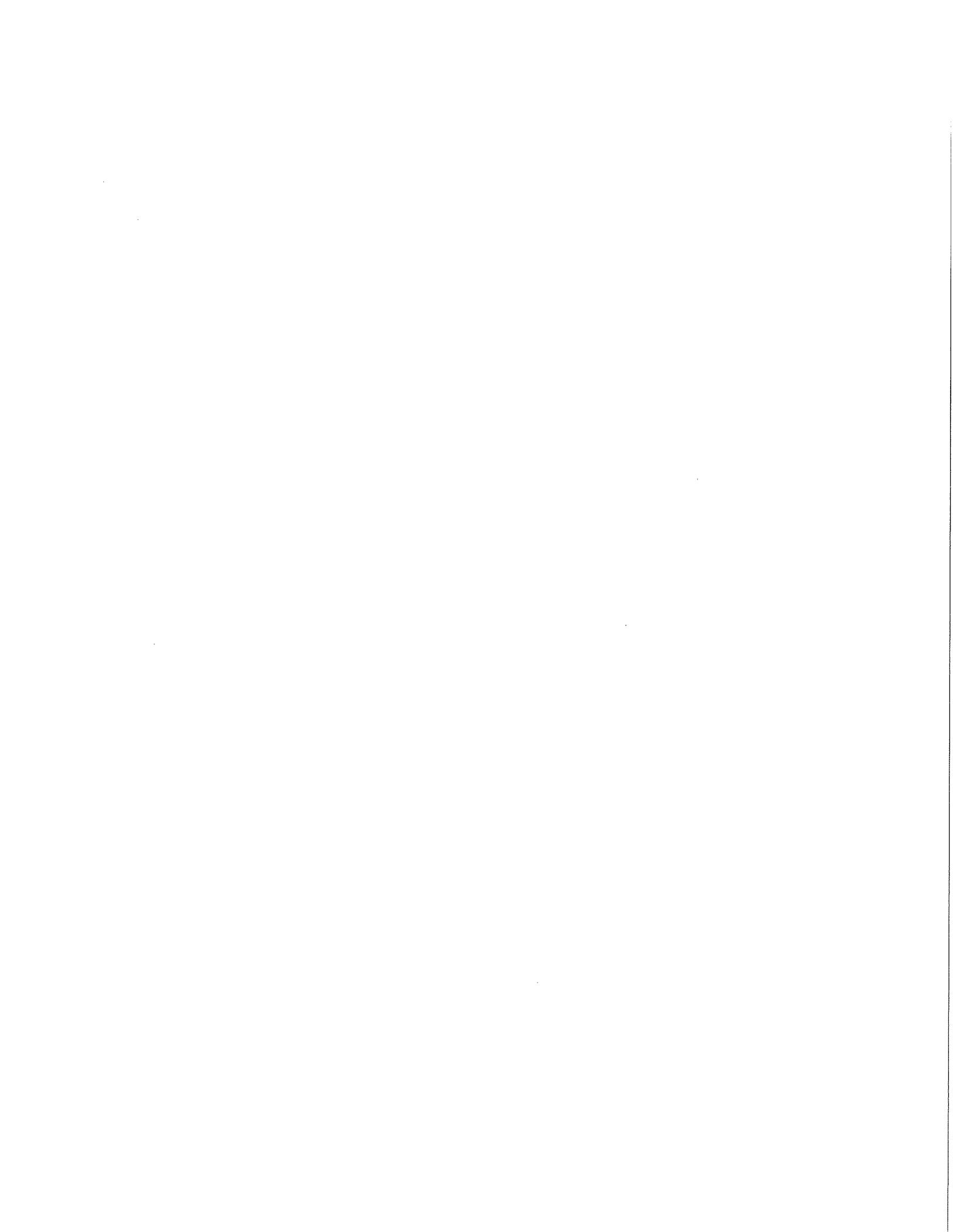


SECTION 5.060. Blasting.

- A. It shall be a violation of this Ordinance for any person to be in possession of high explosive materials, as defined by the adopted fire code, or conduct an operation or activity requiring the use of explosive materials, or perform, order or supervise the loading and firing of high explosive materials for the purpose of blasting, without first obtaining a permit from the Fire Marshal.
- B. High explosive materials shall not be transported, sold, given, delivered, or transferred to anyone in the City not in possession of a valid blasting permit.
- C. A blasting permit is required for every individual project requiring blasting.
- D. A permit issued under this Ordinance is non-transferable to any other person or entity.
- E. To obtain a permit for blasting the person performing the blasting shall complete and file an application in the form prescribed by the Fire Marshal with a certificate of insurance and the required review fees.
- F. The application shall include the location where the blasting will take place; the type, condition and maximum amount of explosive materials to be used in any blasting charge; the numbers and location of the charges; the protective covering to be used; the type of detonating apparatus which will be used; measures that will be used to protect nearby property, building and structures; the dates and approximate time of explosions, damage monitoring plan, traffic control plan and other information necessary to make the use of explosives as safe as possible, such as public warning procedures, the recovery of a failed detonation, and the manner of transporting and storing explosives.
- G. The Fire Marshal, before issuing a permit for blasting, shall require the person or entity to whom the permit is issued to execute and deliver a certificate of liability insurance coverage in a form to be approved by the City in an amount not less than five hundred thousand dollars (\$500,000) (unless City design review approval is required, then coverage in the amount of not less than one million dollars (\$1,000,000) will be required, or such additional amount as may be reasonable under all of the circumstances then existing as determined by the Fire Marshal). The certificate of insurance shall state on its face that the underlying liability insurance policy includes coverage for indemnification of the City, its officers, agents, any blasting consultant in the employ of the City, and employees, against any claims brought by owners of any property for loss or damage that resulted from such blasting and coverage to indemnify, hold harmless and defend the City, its officers, agents, and employees in and from any cost, attorney's fees or judgments incurred or rendered in any and all suits or actions brought against it as a result in whole or in part from the blasting.
- H. Permits for blasting projects in a public right-of-way or adjacent to a public right-of-way when the blast may affect operation of the right-of-way shall not be issued unless approved by the City Engineer, the Public Works Superintendent, the City Light Superintendent, and the Fire Marshal.



- A. It shall be a violation of this Ordinance for any person to be in possession of high explosive materials, as defined by the adopted fire code, or conduct an operation or activity requiring the use of explosive materials, or perform, order or supervise the loading and firing of high explosive materials for the purpose of blasting, without first obtaining a permit from the Fire Marshal.
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- F. The application shall include the location where the blasting will take place; the type, condition and maximum amount of explosive materials to be used in any blasting charge; the numbers and location of the charges; the protective covering to be used; the type of detonating apparatus which will be used; measures that will be used to protect nearby property, building and structures; the dates and approximate time of explosions, damage monitoring plan, traffic control plan and other information necessary to make the use of explosives as safe as possible, such as public warning procedures, the recovery of a failed detonation, and the manner of transporting and storing explosives.
- G. The Fire Marshal, before issuing a permit for blasting, shall require the person or entity to whom the permit is issued to execute and deliver a certificate of General Liability insurance coverage in a form to be approved by the City, naming the City as additional insured, in an amount not less than five hundred thousand two million dollars (\$2,0500,000) ~~(unless City design review approval is required, then coverage in the amount of not less than one million dollars (\$1,000,000) will be required, or~~ such additional amount as may be reasonable under all of the circumstances then existing as determined by the Fire Marshal). The certificate of insurance shall state on its face that the underlying liability insurance policy includes coverage for indemnification of the City, its officers, agents, any blasting consultant in the employ of the City, and employees, against any claims brought by owners of any property for loss or damage that resulted from such blasting and coverage to indemnify, hold harmless and defend the City, its officers, agents, and employees in and from any cost, attorney's fees or judgments incurred or rendered in any and all suits or actions brought against it as a result in whole or in part from the blasting.
- H. Permits for blasting projects in a public right-of-way or adjacent to a public right-of-way when the blast may affect operation of the right-of-way shall not be issued unless approved by the City Engineer, the Public Works Superintendent, the City Light Superintendent, and the Fire Marshal.
- I. The certificate shall also state that the insurance company must give the City a minimum of 10 days' notice of cancellation of the required liability insurance coverage. Notice shall include notice to the Fire Marshal.



To: Kathy Woosley
From: Ruben Cleaveland
Re: Penalty, bonding and insurance amounts in ordinances slated for codification
Date: 9/30/2013

I have reviewed the packet of ordinances that are set for codification early next month. The recommendations regarding penalty, bonding and insurance amounts for each ordinance is as follows:

Fines and Penalties:

Ordinance 314 - Provides penalties for smoking in unauthorized areas of City buildings.

Section 5 – Provides various penalties to persons violating the ordinance from \$5.00 to \$100.

Recommendation – None, the ordinance is out of date because smoking is not allowed in any areas of City buildings.

Ordinance 362 – Penalties for violating emergency procedures ordinance allowing Council to adopt emergency procedures for preservation of civil authority.

Section 8 – penalty of \$500 per offense.

Recommendation – None, the \$500 amount is consistent with general provisions.

Ordinance 392 – Regulating Public and Private Sewers

Section 10 – Penalty for violating Special Waste Handling Fee and penalty for violating other terms of the ordinance.

Recommendation - Violating provisions of Section 7 is considered disorderly conduct with a \$500 fine and imprisonment for up to 100 days. This should be raised to \$1,250 minimum to keep with current penalties for misdemeanors (\$1,250 for lowest class of misdemeanor).

Violating other provisions of ordinance is a fine of up to \$100 per day. This should be raised to \$500 per day to be current with usual fines for violating ordinances.

Amend

Ordinance 357 – Traffic and Parking Ordinance

Section 36 – Penalty for parking violations.

Recommendation – The general parking fine amounts are not currently enforced in the City and they are not unreasonably low considering the lack of parking problems in the City. Thus, I would not change the general amounts. The amount listed for parking in a handicap space is significantly lower than local averages (\$190.00). Hood River has designated the fine amount of \$450.00 for such violations. This fine should be raised to \$450.00.

Amend

Section 50 and 56 – Impounding vehicles.

Recommendation – Vehicle impoundment decisions are currently done by the County Sheriff's Office at the time of a violation warranting impoundment. I would not amend any of the impoundment provisions because the County will operate through their own rules in such instances. The City does not tow or store vehicles.

Section 66 – Fines for violating other provisions.

Recommendation – This section has a provision allowing for the punishment of violating state statutes according to the state guidelines; therefore, no changes are necessary.

Ordinance 375 – Regulation of Animals

Section 5 – Penalty for violating ordinance is \$500 for each violation.

Recommendation – The amount is adequate.

Ordinance 315 – Controls licensing and contracting for garbage and refuse handling in Cascade Locks.

Section 14 – Penalty for violating any provision of the ordinance is guilty of a misdemeanor and provides up to a \$1000 fine.

Recommendation - Council may continue this amount, raise it or lower it. Some jurisdictions have higher penalties (\$2,500 fine / 1 year in jail) but others have lower. If it is raised, I would recommend a raised amount that would apply to the contract franchisee but not apply to citizen compliance with things such as garbage can requirements. Citizen compliance could then be lowered to the general \$500 dollar amount and be subject to the nuisance ordinance as well.

left as is

Ordinance 392 – Regulating Public and Private Sewers

Section 10 – Violation of Special Waste Handling Fee is disorderly conduct, punishable by up to a \$500 fine and up to 100 days in jail.

Recommendation – The amount is adequate.

Ordinance 301 – Impoundment and disposition of discarded vehicles

Section 9 and 10 – covers “low value vehicles” defined as a vehicle with an appraised value of \$750 or less.

Recommendation – The amount is adequate.

Section 14 – Penalty of \$100 per day for violating ordinance

Recommendation – Raise to \$500 per day to be congruent with nuisance ordinances which could be used in conjunction with Ordinance 301.

amend

Ordinance 364 – Noise ordinance

Section 7 – Violation of noise ordinance punishable by up to \$500 per day.

Recommendation – The amount is adequate.

Ordinance 344 – Nuisances

Section 6 – Violation of nuisance ordinance punishable by up to \$500 for each day.

Recommendation – The amount is adequate.

Ordinance 395 – Encroachments within a public right-of-way

Section 6 – Fine of up to \$1000 per violation/per day.

Recommendation – The amount is adequate.

Ordinance 378 – Regulations for the conduct of commercial activities outside a building

Section 1(G) – fine of up to \$500 per day for each day.

Recommendation – The amount is adequate.

Ordinance 331 – Permit process for transportation of timber commercially harvested within the urban growth boundaries of Cascade Locks.

Section 8 – The penalty for failure to comply with permit conditions after notice is given to correct the deficiency is \$250 per day.

Recommendation – this requires a notice from the City Administrator designating a time-frame for corrective action. Because of the potential for significant administrative costs/time expenditure, the amount of fine should be raised from \$250 per day to \$500 per day. This will also maintain consistency with nuisance ordinance amounts and general penalty amounts.

Amended

Ordinance 320 – Transient room assessment

There have been recent changes to the applicability of transient lodging tax as applied to online travel companies and discounted prices at which rooms are purchased. Because of these changes, it will be necessary to perform a full review of the TRT tax ordinance(s) by 2014. The fine amounts, percentage amounts and other rates should be addressed at that time.

Ordinance 265 – Cable television rates, receiving and distribution

Section 8 – penalty for unauthorized connections or modifications is a fine of \$100 and 10 days in jail.

Recommendation – This is really a theft of services as defined by ORS 164.125. The language should be changed to read: “Any person found guilty of violating Section 7 of this ordinance shall be subject to the penalties described in ORS 164.125.”

*denoting
at this point*

Ordinance 189 – Social gaming

Section 2 – The penalty for violating social gaming provisions is a \$500 fine and up to 30 days in jail.

Recommendation – The amount is adequate.

Ordinance 187 – General offenses

These offenses are likely to be enforced by the County Sheriff through the state statutes and prosecuted by the Hood River County District Attorney's Office. It is not recommended that the fine amounts or penalties be changed at this time.

Ordinance 339 – Parental accountability and remedy for victims

Section 2 – Restitution for damages arising from the act of a child in an amount up to \$2,500.

Recommendation – This is consistent with the state statute. No change is necessary.

Section 7 – Fine of up to \$1000 for failing to supervise a child.

Recommendation – The amount is adequate.

Ordinance 383 – Protective headgear for persons under 16 riding bicycles or scooters

Section 4 – penalty of \$77 maximum for violation

Recommendation – no change. The presumptive fine amount is \$25 dollars by statute; therefore, this covers the necessary fine schedule.

Connection Charges:

Ordinance 392 – Regulating Public and Private Sewers

Section 3(C) – requires an additional connection charge of \$100 for additional living units or separate commercial unit served by a connection.

Recommendation – None, this is in addition to the fees for connecting already in place. In addition, this is a connection that is likely related to an applicable SDC for which an additional fee would also apply.

Ordinance 382 – Fire regulations

Section 2.020(D) – Re-inspection fees for abating fire protection ordinance violations.

Recommendation – The amount is adequate.

Bonds:

Ordinance 392 – Regulating Public and Private Sewers

Section 4(O) – requires contractors to post a \$5000 bond for making a connection of private sewers to the Cascade Locks sewage works.

Recommendation – Cities vary in this approach. Some do not have bond requirements. Others have it “as determined by the public works director.” Forest Grove requires a bond equal to the amount of construction improvements but not less than \$5000. It is important to remember contractors are also bonded by the state in order to hold their license. The Council should determine what would work best for the City.

777

Insurance:

Ordinance 382 – Fire regulations

Section 5.060(G) – requires insurance for issuance of a blasting permit. Amounts are \$500,000 unless City design approval is required. \$1,000,000 if City design approval is required.

Recommendation – Raise amounts. Contact CIS for information regarding appropriate insurance amounts.

Amended

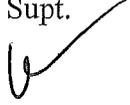
STAFF REPORT

Date Prepared: ~~October 22, 2013~~ August 15, 2012

For City Council Meeting on: October 28, 1013

TO: Honorable Mayor and City Council

PREPARED BY: Tracy Hupp, Electric Dept. Supt.

APPROVED BY: Gordon Zimmerman, CA 

SUBJECT: Electrical staking guide for building new or upgrading overhead lines.

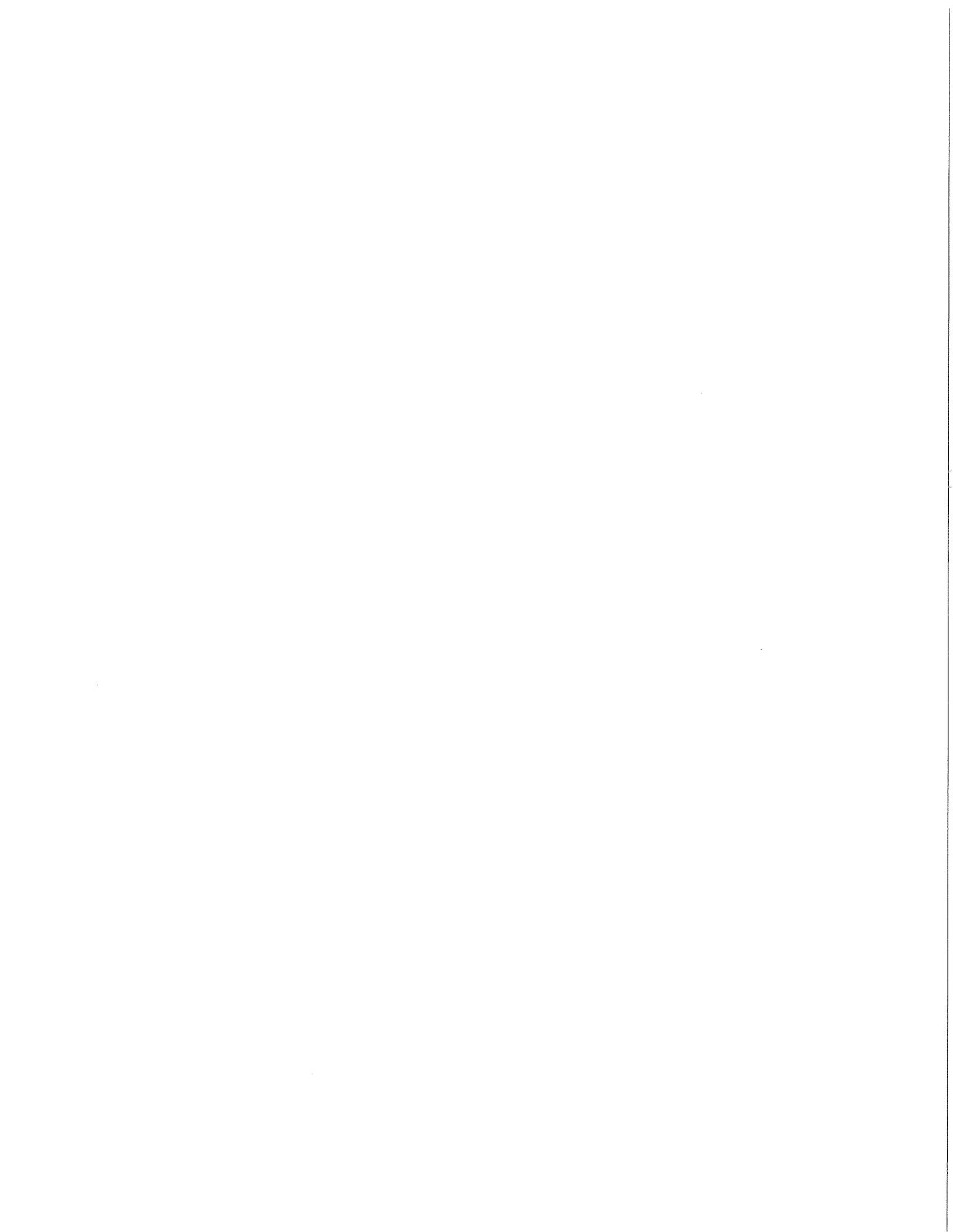
SYNOPSIS: We are now in a position we have not been in since I have been employed here. We need to start looking at upgrading some of our existing lines to provide more capacity. The problem is that we have not built any higher capacity lines and have no engineering for the bigger conductor line. We are in the design and location process of moving a line that runs through the industrial area over to the cell tower that would tie into the loop feed going across Herman Creek. It will cost about \$10,000 to have the line engineered for us. This would tell us what size and class poles we can use, the framing details, guy line specifications, span lengths, and wire tensions. We need to meet the ice loads in our area. We need this information to build new lines that will meet PUC safety standards. We have nothing on hand to help us with these kinds of issues when building bigger lines.

If we would spend a few more thousand dollars (out of capital reserve for system upgrade rebuilds), we can have our engineers provide us a staking guide that will allow us to upgrade or build other lines (with the wire sizes we intend to use) without having each one separately engineered. I would recommend this route at this time. It will give us the engineering for some of the upgrades we need now and in the near future. My estimated quote for the staking guide is \$14,000/\$16,000. That will allow us to build future lines of this size instead of only one.

CITY COUNCIL OPTIONS: City Council has the following options.

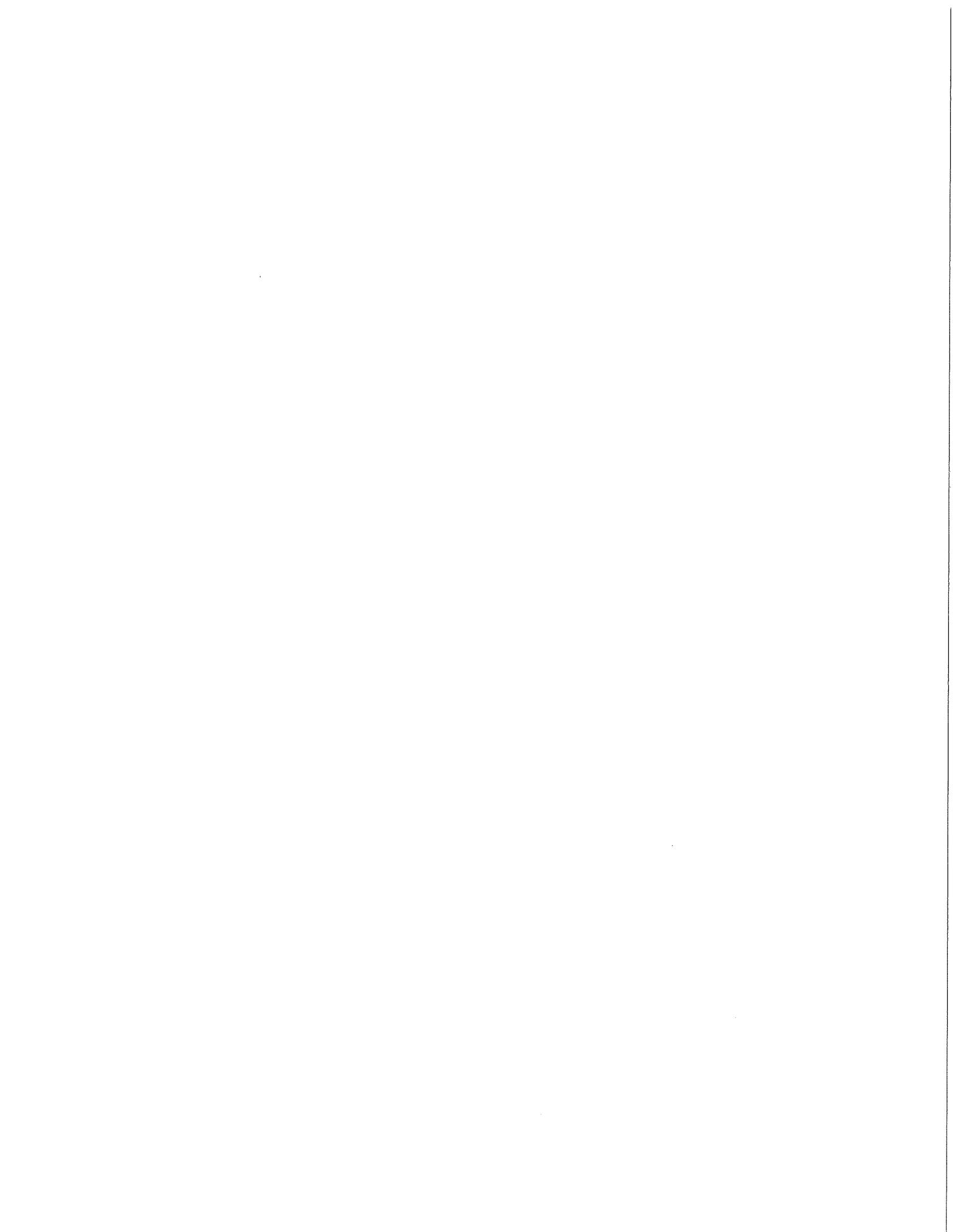
- A. Approve the recommendation as stated.
- B. Do not approve the recommendation.
- C. Take no action.
- D. Come up with another plan to meet the engineering we need to build new bigger lines.

RECOMMENDATION: Staff recommends purchasing the staking guide to avoid additional engineering costs in the future.



BACKGROUND INFORMATION:

I have been here for 28 years now and there has been no new over head lines built in this time period. We have only replaced poles and existing wires with the same wiring, making no size or capacity changes. We also have no engineering for such lines. As a foreman and speaking for the crew, I would not want to build a bigger line that would not meet specifications needed to withstand the weather (ice loading) that can happen here and not be compliant with PUC safety standards. In order to supply the new load possibilities we need to have the line capacity to do such.



STAFF REPORT

Date Prepared: 10/22/13**For City Council Meeting on: October 28, 2013****TO: Honorable Mayor and City Council****PREPARED BY: Sheldon Price, Public Works Field Maintenance Supervisor****APPROVED BY: Gordon Zimmerman, City Administrator** **SUBJECT: Truck Purchase.**

SYNOPSIS: Public Works currently has three vehicles: a 1995 Dodge 1-ton, a 2001 Dodge Utility Truck (both purchased new) and a 2004 Ford F550 (purchased used). Repair cost of these vehicles could become an issue. The 1995 1-ton truck that is used for plowing and sanding is now 18 years old. The recommended replacement time for fleet vehicles is 12 years. It needs more money in repairs than what it's worth to get it running right. This truck is critical for day to day utility work as well as snow removal so it needs to be dependable. As winter is nearing, we need to get a truck purchased right away so we'll have a dependable truck for the winter months.

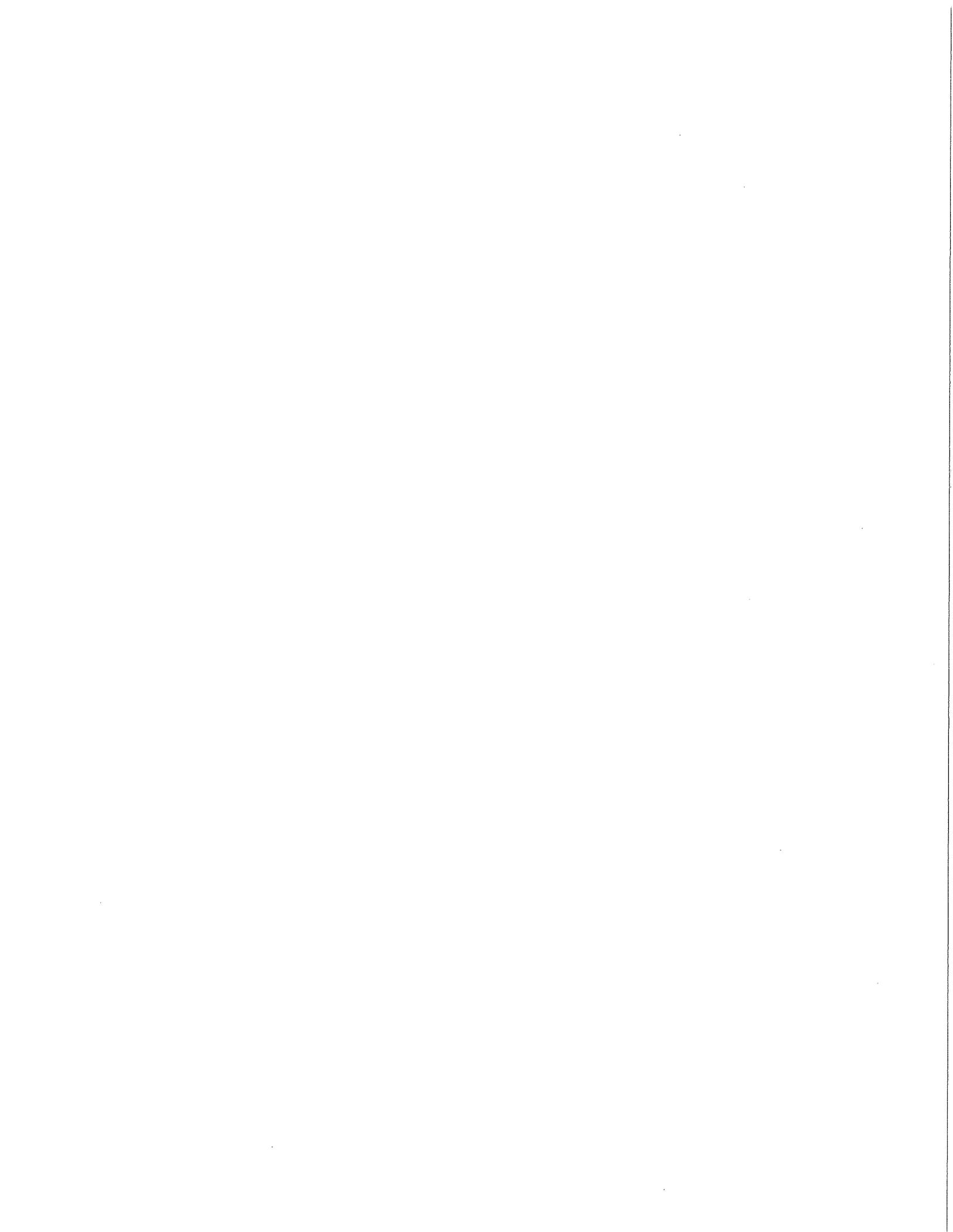
National Auto Fleet Group is a trusted vendor that specializes in fleet vehicles. Due to the time limit to get a truck here before winter, we chose to obtain a quote from this vendor. They are a national company with access to materials at a much lower cost than most companies. They have quoted 8-10 weeks for delivery. After delivery, we will have to have the plow and frame installed for \$1,150.

CITY COUNCIL OPTIONS:

1. Authorize the purchase of a new truck per attached quote.
2. Take no action at this time.
3. Provide another direction for staff.

RECOMMENDATION: That City Council, by motion, authorize the purchase of a 2014 Dodge Ram Truck per the attached quote for a price not to exceed \$53,000.

Legal Review and Opinion: N/A



Financial review and status: As this truck will be used for several departments, the cost will be spread between the Capital Reserve Funds of the street, water and sewer departments. The total budget for truck purchase is \$80,000 between all three departments. The cost will be spread from the Capital Reserve Funds as follows:

Water: 43% or \$21,600

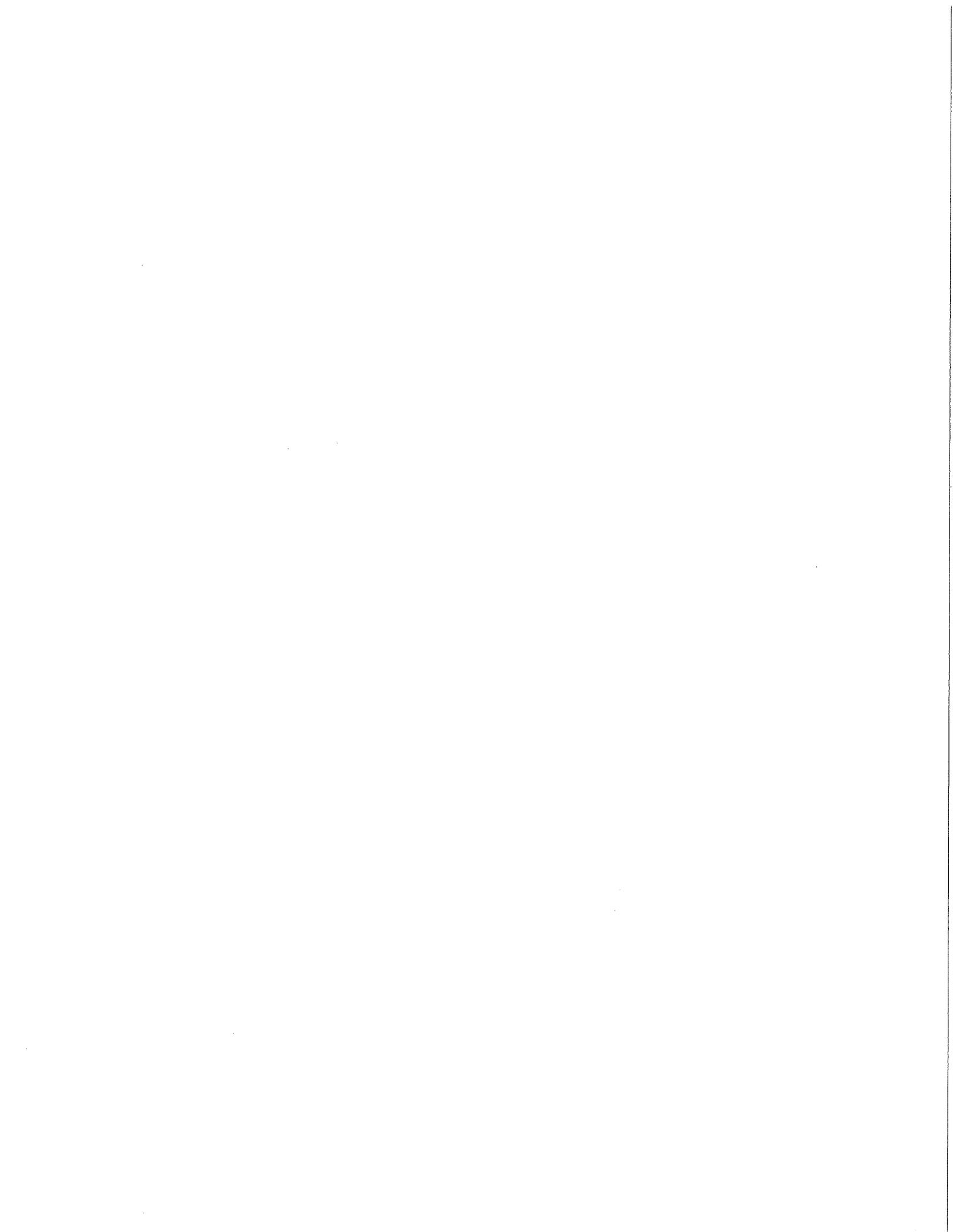
Sewer: 15% or \$ 7,500

Street: 42% or \$20,999

BACKGROUND INFORMATION:

1. During the budget process, \$80,000 was approved for a truck purchase for the Public Works Department. The "Planned Expenditures from Capital Reserve FY 13/14" is attached for your review.

2. The quote from National Auto Fleet Group is attached for your review.





National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076

(855) BUY-NJPA • (626) 457-5590

(855) 289-6572 • (831) 480-8497 Fax

10/22/2013

City of Cascade Locks
Sheldon Price

Dear Mr. Price

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration. **One (1) New/Unused (2014 Ram 3500HD 4x4 Reg Cab Diesel W/PTO 143.5" Tradsman SLT W/ 9ft PTO Pump Hydraulic Dump Body by Knapheide to include Receiver hitch and Metering Chut) delivered to your department yard, each for**

Sub Total \$ 50,099.00

Tax \$ 00.00

Total \$ 50,099.00

-per the attached specifications.

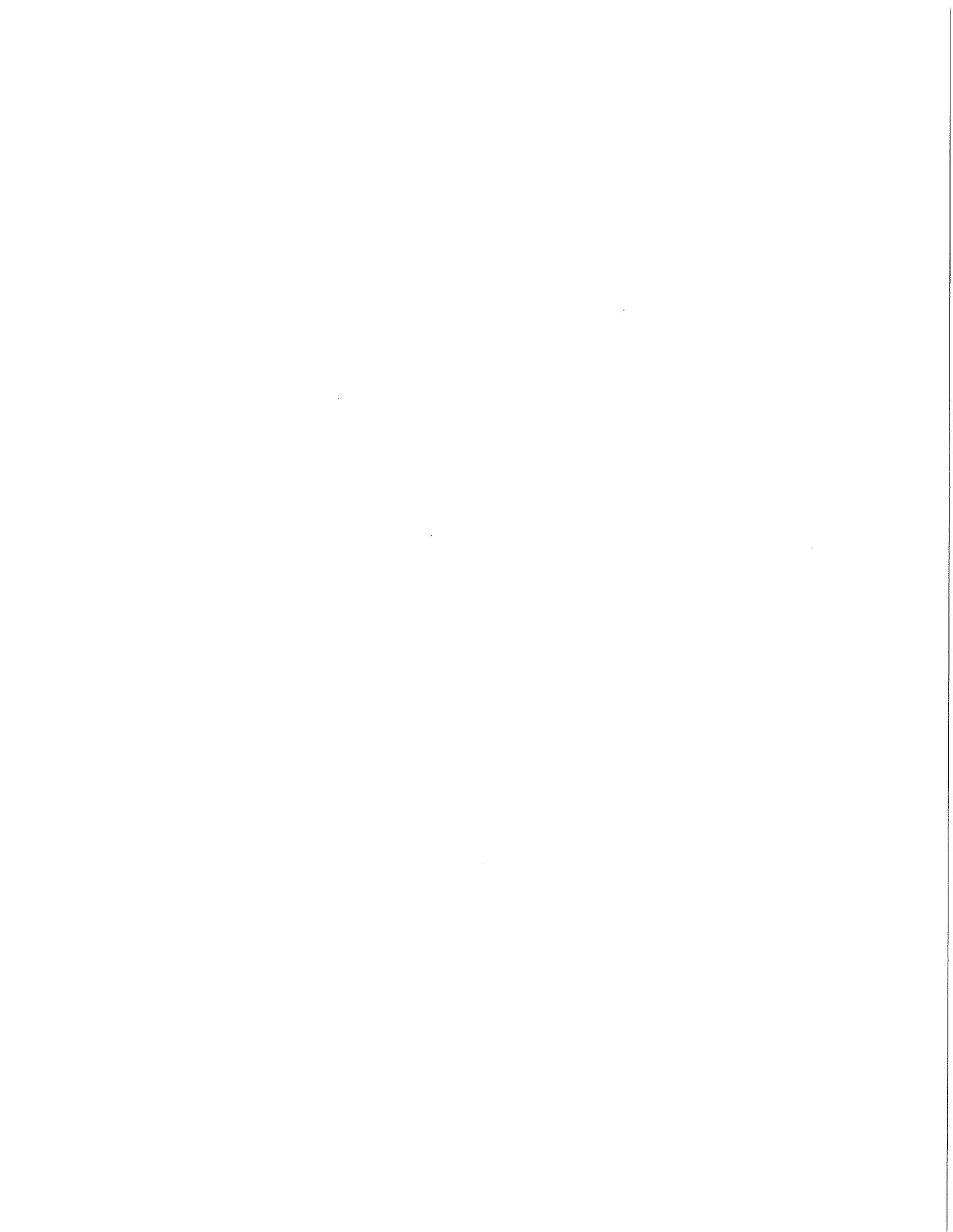
This vehicle(s) is available under the **National Joint Powers Alliance Bid Number 102811**. Please reference this Bid Number on all Purchase Orders.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

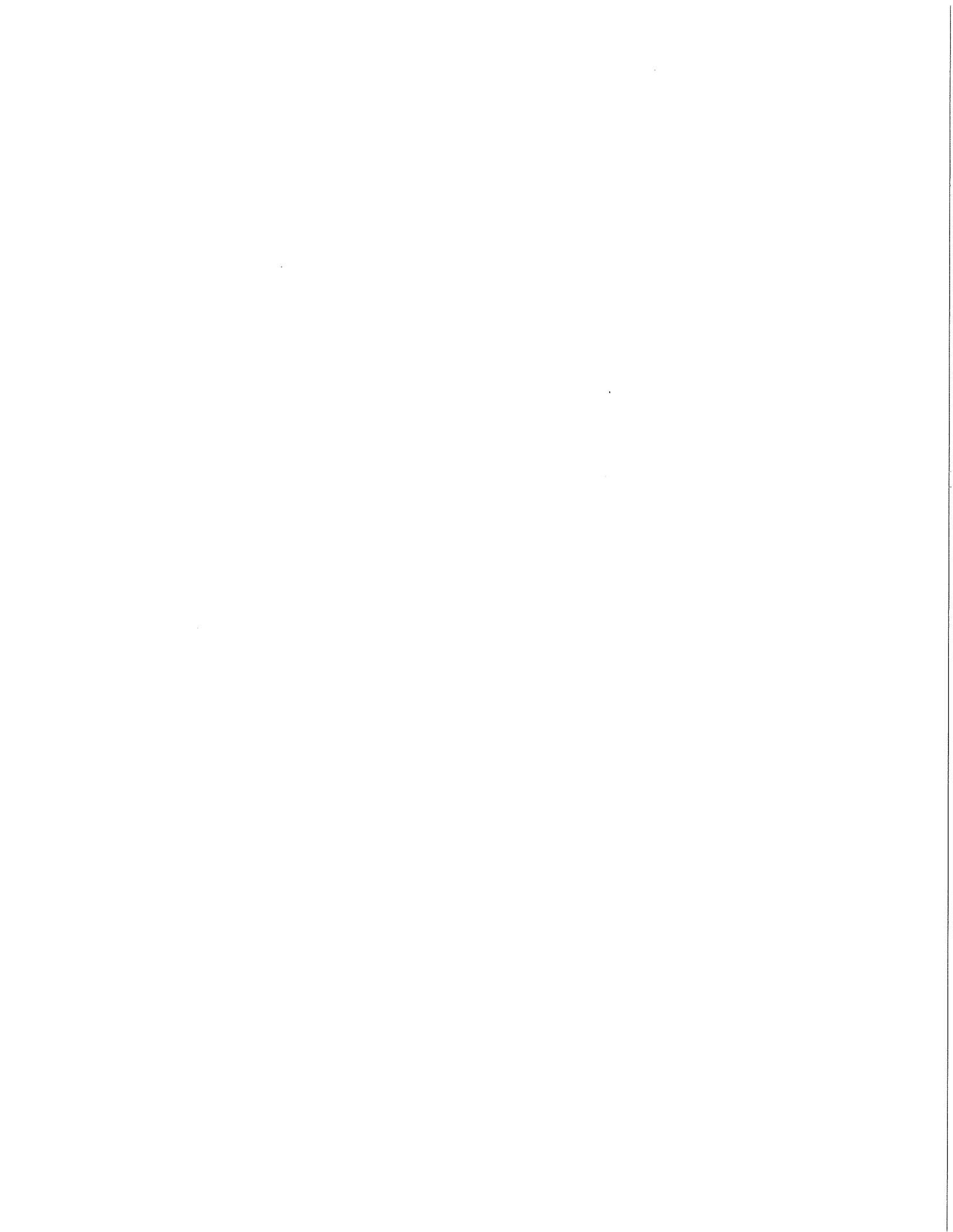
Jesse Cooper
National Fleet Manager
Office (855) 289-6572
Fax (831) 480-8497





Planned Expenditures from Capital Reserve FY13/14

| Department | Amount | Description |
|-----------------------------|----------------|-----------------------------------------------------------------------------|
| Admin | 10,000 | Computer Network Upgrade/Replacement (Spread) |
| Admin | 10,000 | Office Equip Upgrade/Replacement (Computers, Printers, cameras, mic etc.) |
| | 20,000 | Admin Total Expenditure |
| Property | 2,000 | ADA Upgrades to City Hall |
| | 2,000 | Property Total Expenditure |
| Water | 10,000 | Update Phone Line to Resovoir |
| Water | 10,000 | Resovoir Security |
| Water | 8,000 | Waterline Replacement (Regulator) |
| Water | 34,000 | Dump Truck Purchase |
| Water | 2,500 | Sensus Meter Handheld Reader (1/2 cost, Elec will pick other 1/2 in Budget) |
| | 64,500 | Water Total Expenditure |
| Sewer | 12,000 | Dump Truck Purchase |
| | 12,000 | Sewer Total Expenditure |
| Streets | 34,000 | Dump Truck Purchase |
| Streets | 20,000 | Paving Project |
| | 54,000 | Street Total Expenditure |
| Elec | 40,000 | Utility Pickup Vehicle Replacement |
| Elec | 10,000 | Upgrade old brush truck for vault clean out & mower fire protection |
| Elec | 175,000 | Possible acquisition of Sub Station |
| Elec | 2,500 | Sensus Meter Handheld Reader (1/2 cost, Elec will pick other 1/2 in Budget) |
| Elec | 30,000 | System Upgrade/Replacement |
| Elec | 20,000 | Middle Mile Fiber Project |
| Elec | 25,000 | Warehouse building repair |
| Elec | 20,000 | Radio Upgrade |
| Elec | 50,000 | Oil Spill Protection |
| | 372,500 | Elec Total Expenditure |
| TOTAL CAPITAL OUTLAY | 525,000 | |



T. e.

Snow Removal and Sanding for Ice Public Works Plans.

We start removing snow when the snow level is two inches deep or as circumstances require. The streets have been broken down into three sections. # 1 Red is first priority consisting of 9 streets , #2 Yellow consists of 6 streets , and #3 Green consists of 26 streets. There are 40 Streets total that are plowed or sanded.

Red

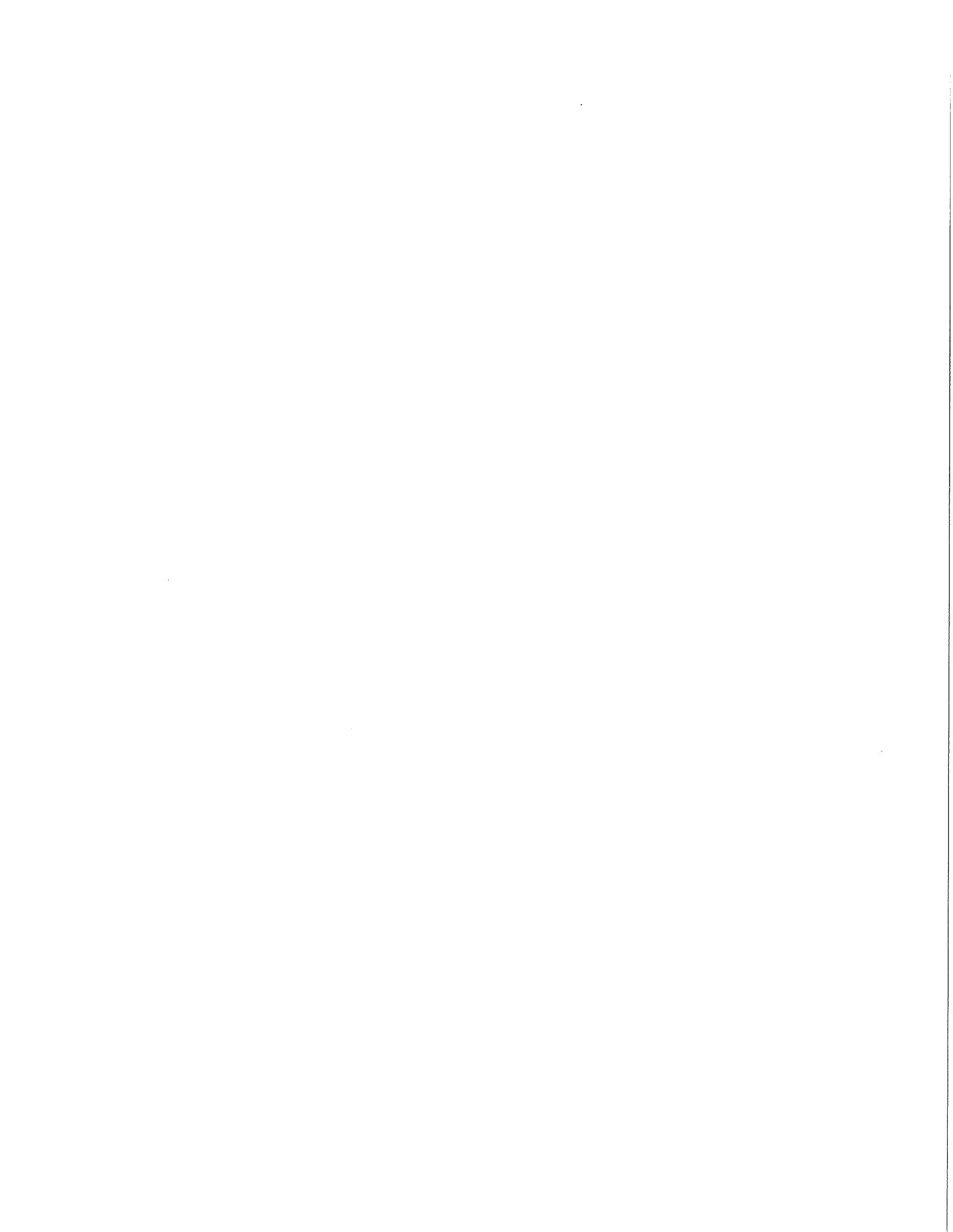
Cascade Ave., Watts Ave., Benson Ave., School St., Oneonta St., Wasco St., Venture St., Regulator St., and Tahoma St.

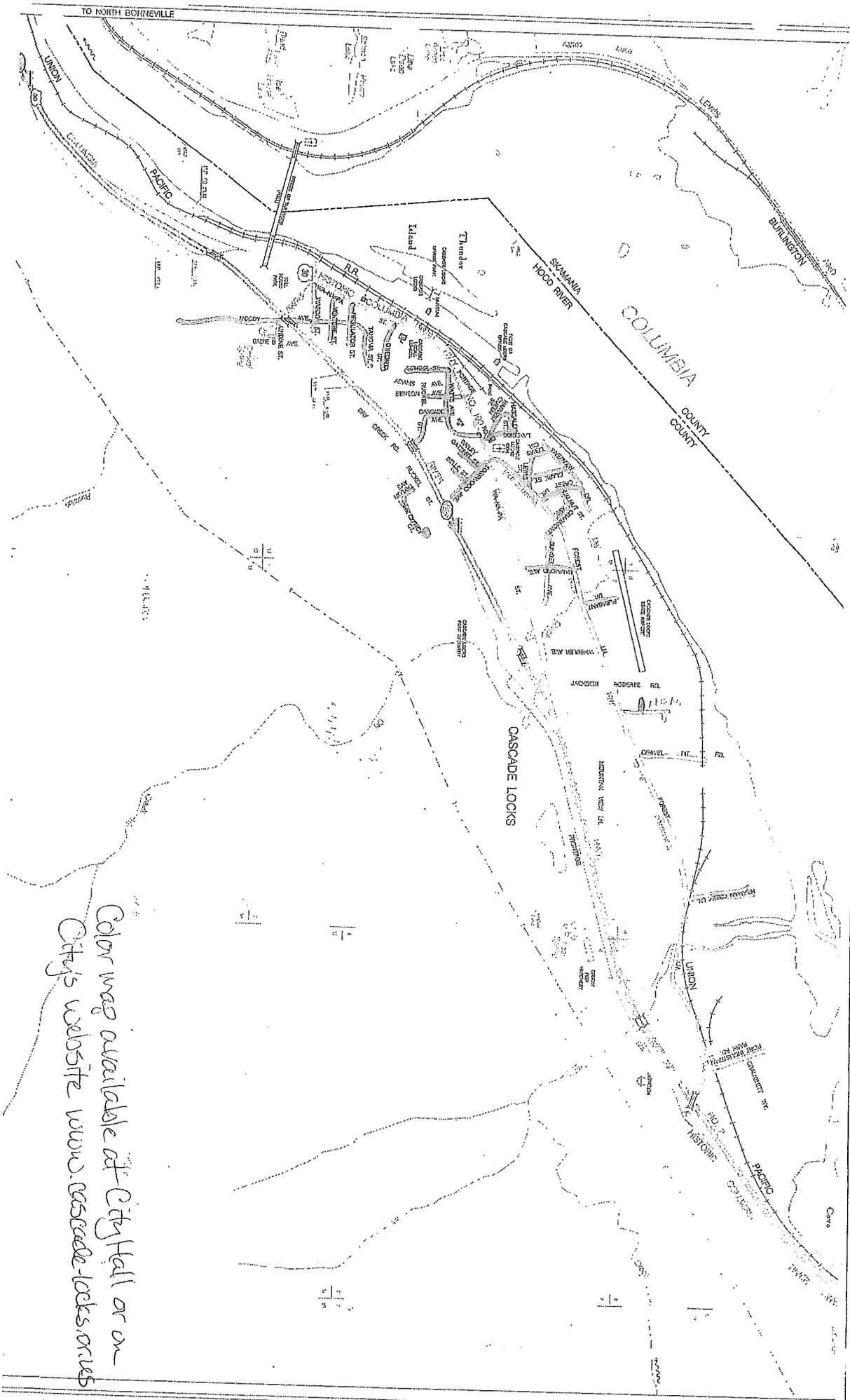
Yellow

Adams Ave., Ruckel St., Wheeler Ave., Jackson Roberts St., and Shahala Subdivision.
Windsong subdivision

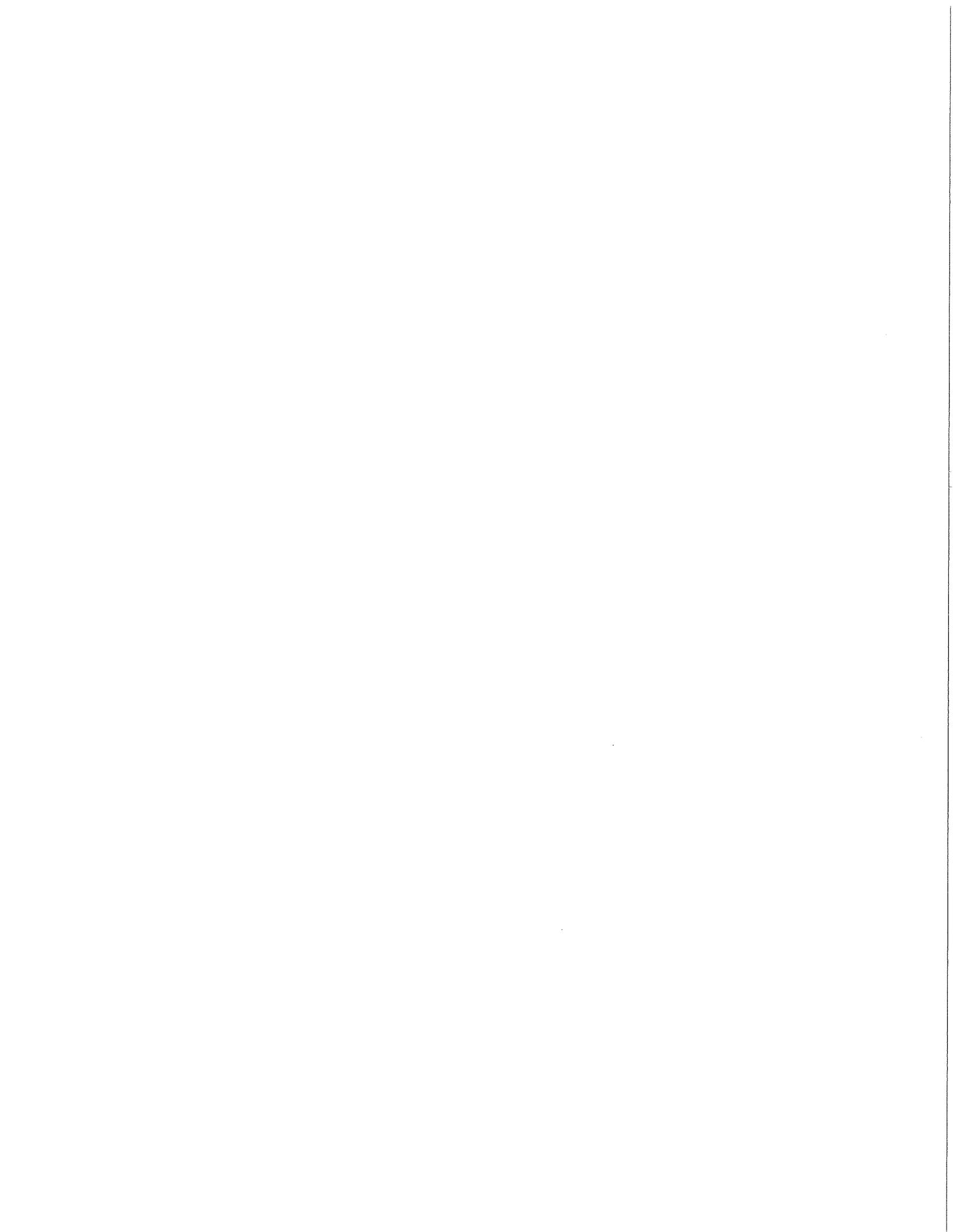
Green

Industrial Way, Herman Creek Ln., Gravel Pit Rd., Forest Ln., Pleasant Rd., Hammond Ave., Sunset Ave., Cragmont Ave., Walnut St., Crest Dr., Clark St., Riverview Dr., Lewis Cir., Lewis St., Lakeside Dr., Hassalo St., Harvest Queen Rd., Edgewood Ave., Belle St., Bailey Gatzert St., Taylor Ave., John Quincy Ct., Moody Ave., Katani Lane, Undine St., Sadie B Ave., Mary St., and Eva Ln.





Color map available at City Hall or on
City's website www.cascade-locks.or.us



MATTHEW T. ENGLISH
SHERIFF

BRIAN ROCKETT
CHIEF DEPUTY



MARITA HADDAN
911 COMMANDER

TERRY L. BRIGHT
CHIEF CIVIL DEPUTY

JERRY KEITH
EXECUTIVE ASSISTANT

CASCADE LOCKS MONTHLY REPORT

September 2013

1. **TOTAL CALLS FOR SERVICE: 167** (Includes follow-ups, Officer initiated, agency assist, ect.)
2. **TOTAL PRIORITY CALLS: 8**
3. **TOTAL CRIMES/CALLS AGAINST FAMILIES: 1**
4. **TOTAL CASE NUMBERS ISSUED: 18**
5. **TRAFFIC STOPS: 46**
6. **TOTAL ANIMAL CONTROL CALLS/CITATIONS: 6**

Additional Investigative Support: Reserve Deputy Renault, Deputy Cozad, Deputy Carmody, Sgt. Castaneda and Deputy Anderson. Case numbers include: S130750, S130751, S130756, S130763, S130768, S130769, S130778, S130775, S130782, S130789, S130800, S130813, S130814, S130838, S130846, S130850, S130851, S130862.

Deputy Harvey worked 94.15 hours within the City of Cascade Locks. Hood River County Sheriff's Office Personnel worked an additional 118.43 hours within the City of Cascade Locks, (Sgt. Castaneda, Deputy Carmody, Deputy Anderson, Reserve Deputy Renault, Deputy Paulsen, Deputy Cozad, Deputy Stefanini, Deputy Smith, Deputy Guertin, Reserve Deputy Dillenbeck, Deputy Larson, Sgt. Flem, Reserve Deputy Stewart, Reserve Deputy Pivarunas, Reserve Deputy Linker and Reserve Deputy Wampler.

The information reflected above is supported by the Hood River County Sheriff's Office Monthly report for the City of Cascade Locks. The information in the support documents must be cleansed Per ORS 192.501 & 192.502, but is on file to support this excerpt.

Brian Rockett
Chief Deputy

