

# CITY of CASCADE LOCKS

# AGENDA

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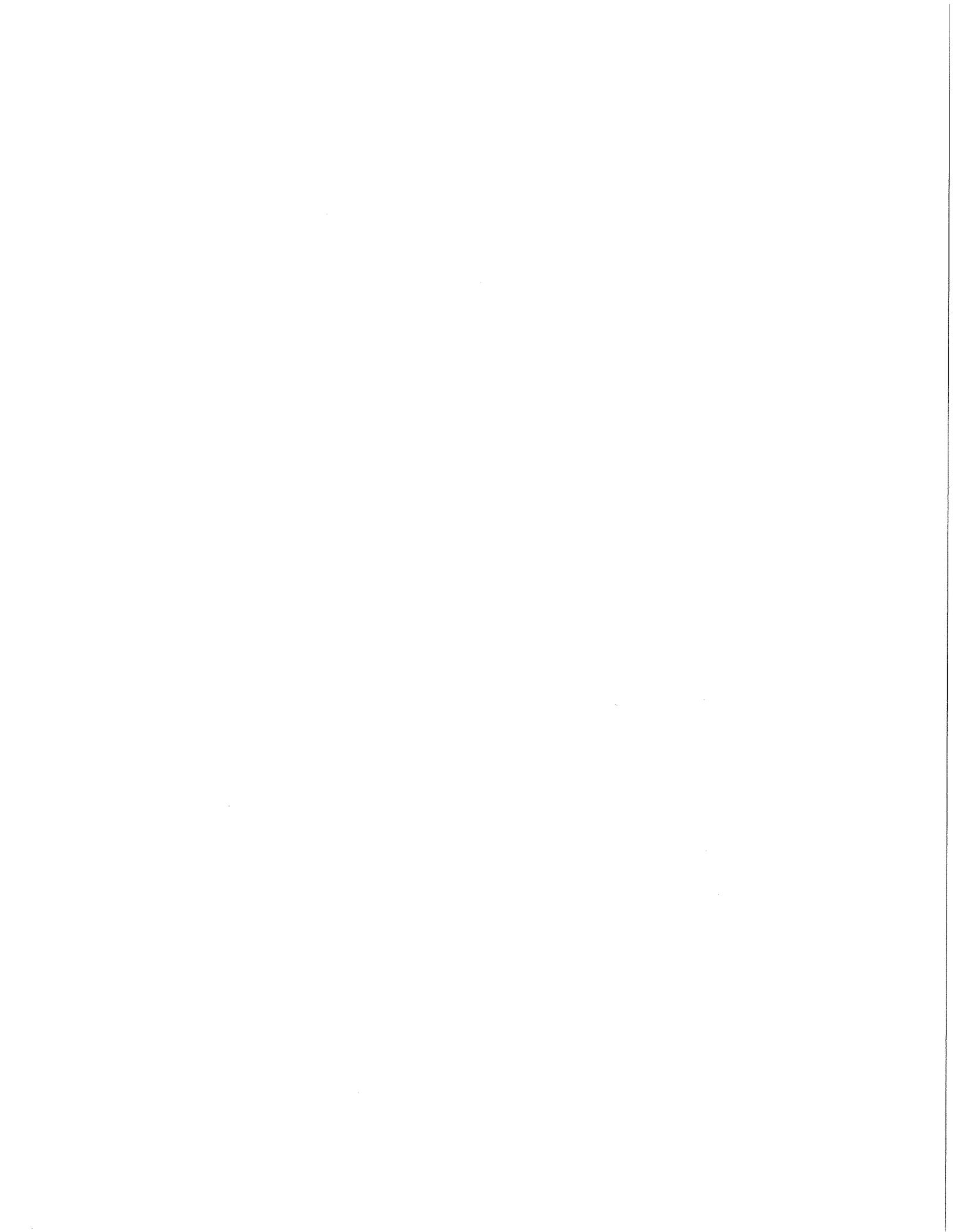
**CITY COUNCIL MEETING, Monday, November 25, 2013, 7:00 PM, CITY HALL**

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

1. **Call to Order/Pledge of Allegiance/Roll Call.**
2. **Additions or amendments to the Agenda.** (The Mayor may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged.)
3. **Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
  - a. **Approval of Minutes of November 14, 2013 Council Meeting.**
  - b. **Ratification of the Bills in the Amount of \$ 132,097.69.**
4. **Public Hearings.**
5. **Action Items:**
  - a. **Appointment to Committees.**
  - b. **Approve Solution for Cell Tower.**
  - c. **Approve Purchase of Ambulance.**
  - d. **First Reading of Ordinance No. 425 Regulating Street Vendors.**
  - e. **Approve Electric Department Working Line Foreman.**
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. **Garbage Rate Review – Jim Winterbottom, Waste Connections, Inc.**
  - c. **Council Meeting December 23, 2013.**
  - d. **Administration Cost Allocation – New Model.**
  - e. **Discussion of 2% EMS Funding.**
  - 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 Fitzpatrick (entered at 7:09), Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett were present. Mayor Cramblett said CM Groves was excused. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, Dave Palais, and Camera Operator Betty Rush.
2. **Additions or amendments to the Agenda.** CA Zimmerman said 7.b. would be eliminated from the agenda.
3. **Adoption of Consent Agenda.**
  - a. **Approval of Minutes of October 28, 2013 Council Meeting.**
  - b. **Ratification of the Bills in the Amount of \$116,785.68.**Mayor Cramblett read the list of items on the Consent Agenda. **Motion:** CM Helfrich moved, seconded by CM Walker, to approve the Consent Agenda. The motion was passed unanimously by CM's Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.
4. **Public Hearings.** None.
5. **Action Items:**
  - a. **Appointment to Committees.** None.
  - b. **Second Reading and Adoption of Ordinance No. 426 an Ordinance Amending Ordinance No. 392 to Increase Penalties.** There was a unanimous vote of CM's Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett, on the motion made at the last meeting. CA Zimmerman gave the second reading of Ordinance No. 426.
  - c. **Second Reading and Adoption of Ordinance No. 427 an Ordinance Amending Ordinance No. 357 to Increase Penalties.** There was a unanimous vote of CM's Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett on the motion made at the last meeting. CA Zimmerman gave the second reading of Ordinance No. 427.
  - d. **Second Reading and Adoption of Ordinance No. 428 an Ordinance Amending Ordinance No. 301 to Increase Penalties.** There was a unanimous vote of CM's Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett on the motion made at the last meeting. CA Zimmerman gave the second reading of Ordinance No. 428.
  - e. **Second Reading and Adoption of Ordinance No. 429 an Ordinance Amending Ordinance No. 331 to Increase Penalties.** There was a unanimous vote of CM's Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett on the motion made at the last meeting. CA Zimmerman gave the second reading of Ordinance No. 429.
  - f. **Second Reading and Adoption of Ordinance No. 430 an Ordinance Amending Ordinance No. 382 to Increase General Liability Insurance and Name City of Cascade Locks as Additional Insured.** There was a unanimous vote of CM's Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett on the motion made at the last meeting. CA Zimmerman gave the second reading of Ordinance No. 430.
  - g. **Approve Wastewater Facility Planning Grant. Motion:** CM Helfrich moved, seconded by CM Busdieker, to approve the request to allow Anderson Perry to apply for a wastewater facilities planning grant on behalf of the City of Cascade Locks.

CA Zimmerman said he was asking approval to go for the grant and explained changes made to the draft. He explained that the draft was reviewed page by page and focus was given to repairs and improving efficiency of the plant. Mayor Cramblett had questions regarding the grit in the plant. CA Zimmerman explained that the grit is abrasive and wears down the valves and pumps. He said the amount of grit isn't known but what is known is that it has to be taken out. He said that is why the head works improvements need to be done to remove the grit. He said this will improve the solids collections and less will have to be sent to Hood River.

Mayor Cramblett asked about the ground water and if manholes had been lifted for inspection. CA Zimmerman said that exhaustive studies haven't been done on the sewer system as routine maintenance so there is no quantified data. He said there is an idea where most of it is coming in at.

CM Busdieker asked about criteria change in the grant since the writing of the staff report. CA Zimmerman explained that the State of Oregon and the engineer said that the criteria for the grant may change January 1, 2014. CM Busdieker asked for confirmation that writing the grant would involve no cost to the City. CA Zimmerman said right now there is no cost but rules change every year for CDBG Grants.

The motion passed unanimously by CM's Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.

**h. Adopt Public Works Truck Cost Allocation.** CA Zimmerman explained the different methods of distribution costs the Council could use. **Motion:** CM Helfrich moved, seconded by CM Walker, that the allocation of funding for the new Public Works truck be based on the projected usage of the truck with 40% of the funding coming from Streets, 40% from Water, and 20% from the Sewer Fund. CM Fitzpatrick asked if equipment is tracked with the work. CA Zimmerman said it isn't and won't be until work order system is in place. Mayor Cramblett said streets get \$60,000 per year, water brings in \$200,000, and the sewer is bringing in \$300,000 per year. He said the truck may be used 40% of time in streets but there isn't enough money in streets to carry the load. The motion passed with CM's Fitzpatrick, Randall, Walker, and Helfrich voting in favor. CM Busdieker and Mayor Cramblett opposed the motion. CM Busdieker said she opposed as trying to keep the portions within budget.

6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** Mr. Palais updated Council on the progress status of the current activity going on with water rights transfer with ODFW. CM Walker said it could be several years down the road before Nestlé can build here so the Council needs to remain focused on fiscal conservativeness. Mayor Cramblett said Council is moving on what needs to be done for the community itself and not for any one particular business. He thanked Mr. Palais for keeping Council updated on the process.

7. **Reports and Presentations.**

a. **City Committees.** None.

b. **Water Master Plan Update.** None.

c. **Budget Discussion.** Mayor Cramblett said the way budgets have been balanced is dipping into the beginning fund balances if the revenues don't meet the expenses. He said the beginning fund balances are continuing to dwindle. He said he would like the next budget to reflect expenses and not use the beginning fund balances. Mayor Cramblett said he wants to see a solid budget.

CA Zimmerman said a guideline for him is to not dip into beginning fund balances. He said if more money is needed Council needs to know why and how to get it. He said Council will have options as to what needs to be done in order to get more funds. He said another plan is to reformat the budget to separate emergency services expenses to an Emergency Services Fund that will include all revenue and expenses. He said another plan is to create one Administration Fund which will include all costs. He said that Fund will be funded by transfers from the operating funds to the General Fund from one line item. He said it will be a simpler way. CA Zimmerman asked Council to give some thought to this, determine a method, and let him know by the first of year.

CM Helfrich asked what method was used to pay for forensic auditor. CA Zimmerman said \$3,000 was taken out of administration and the other \$12,000 was based on personal services and material and services. CM Helfrich said the methodology used for purchase of the truck for Public Works Department was based on revenues. CA Zimmerman said you can't spend more than your revenues.

d. **City Administrator Zimmerman Report.** CA Zimmerman reported on ambulance repair, the Puff Factory possibly locating in Cascade Locks, and the overnight bridge closures on the Bridge of the Gods.

8. **Mayor and City Council Comments.** CM Helfrich said he is excited about prospects of a new business and kudos the Gary Rains for his devotion in getting business into Cascade Locks. CM Helfrich also spoke regarding volunteerism and people that make sacrifices referencing Officer Libke. He said there are people that make distinct differences and can and do only want to do good for others. He asked all to recognize Officer Libke in the sacrifice that he made. CM Busdieker said she is continuing her work on emergency preparedness. She said

the Lions Club has volunteered to help get the word out. She reported that she will be attending an emergency response training session for the next three weeks. CM Walker said it was part of his job today to close down a highway while the officer's procession happened today. He said that the expected number of vehicles was around 250. CM Walker said the numbers were amazing. He said there were vehicles on the other side of the highway that stopped to pay their respects to the reserve officer. He said this makes you stop and think that there are still a lot of good people out there. He commended the Port Commission for their work in getting new businesses into Cascade Locks. He said the bridge is getting fixed and a lot of good things are happening. CM Randall asked about the date of Festival of Lights. CA Zimmerman said the date for Festival of Lights is December 8<sup>th</sup>. He then reported on the lighting problems with the trees in front of City Hall. He said the Port is going to be bringing some of their lights to help light up City Hall. CM Randall said this is a special moment for people in the community and encouraged everyone to check it out. CM Fitzpatrick said it is exciting to hear about the Puff Factory. He said it will be an exciting time for the town if this comes through.

9. **Other matters.** None.

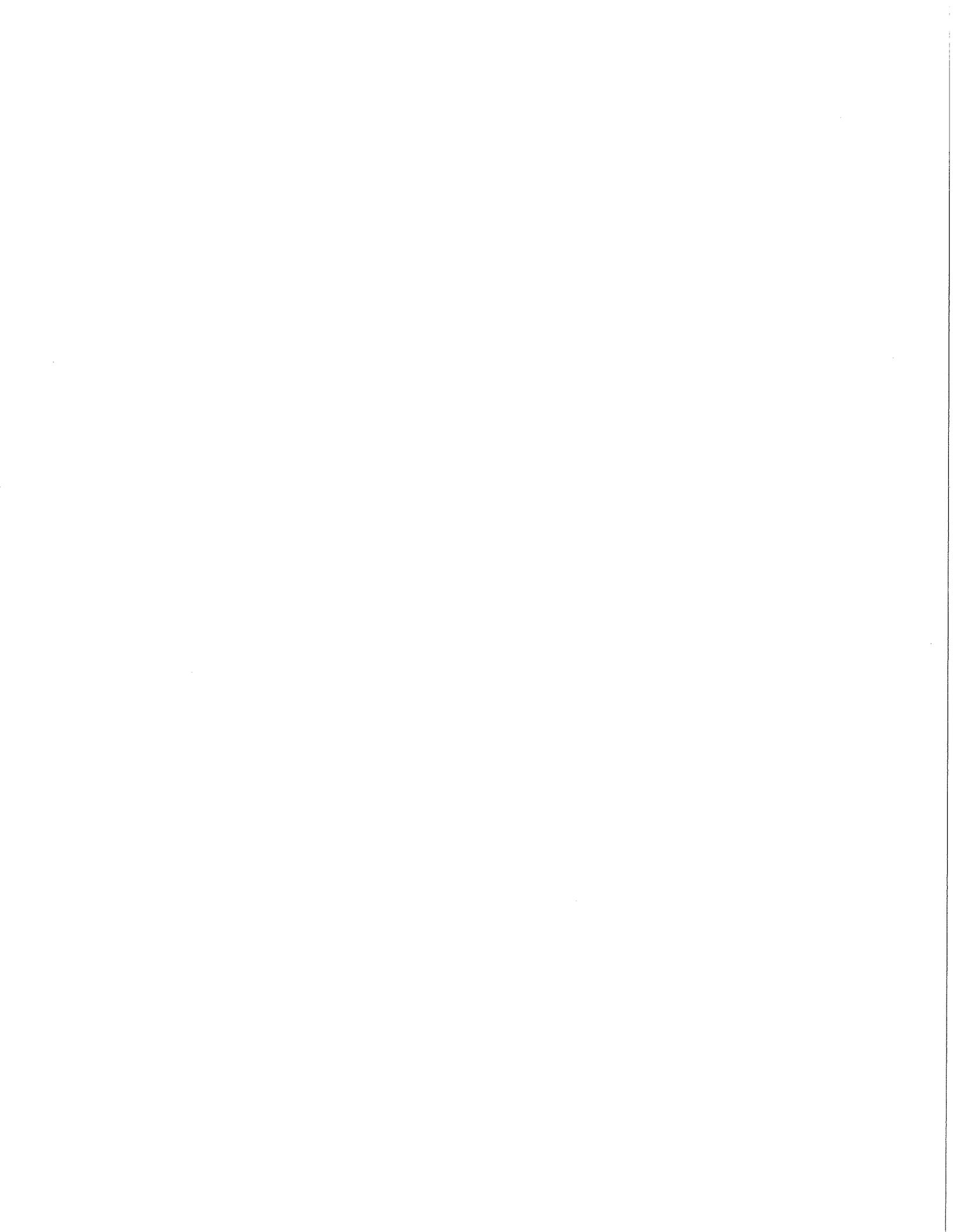
10. **Executive Session as may be required.** None.

11. **Adjournment. Motion:** CM Walker moved, seconded by CM Busdieker, to adjourn. The motion was passed unanimously by CM's Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett. The meeting was adjourned at 8:29 PM.

Prepared by  
Kathy Woosley, City Recorder

APPROVED:

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Tom Cramblett, Mayor



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PAGE NO. 1

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DEPARTMENT: CITY OF CASCADE LOCKS  
COVER SHEET AND SUMMARY

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DATE:	DESCRIPTION:	AMOUNT:
11/15/2013	Gross Payroll	\$ 48,268.16
11/15/2013	Mid-Month AP	\$ 83,829.53

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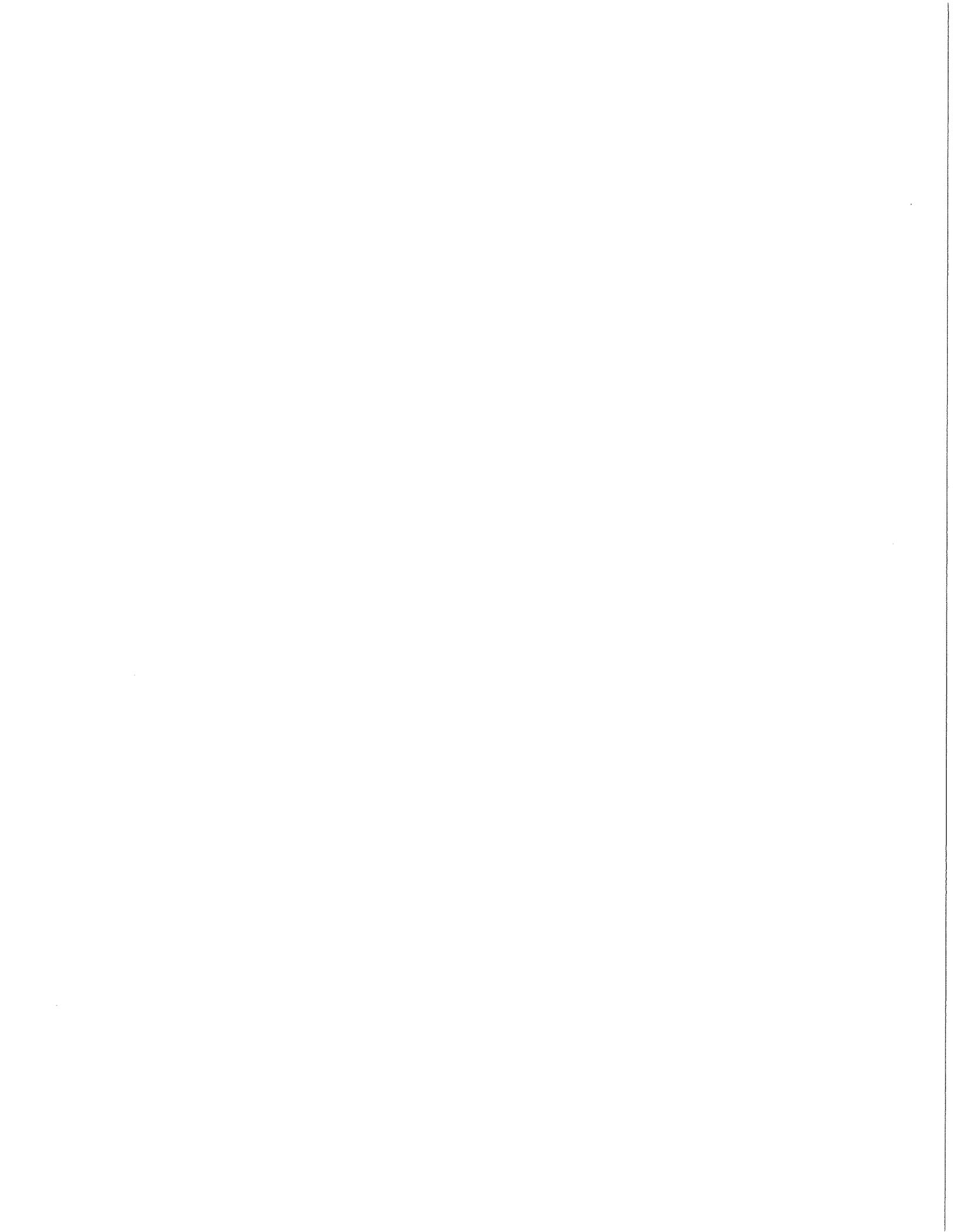
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GRAND TOTAL	\$ 132,097.69
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APPROVAL:

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Mayor.



Report Criteria:  
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4118	11/13	11/15/2013	20	17795	ADDYLAB	Water Sample Testing	2140562150	304.00
Total 4118:								
4119	11/13	11/15/2013	180	103113	ASIFLEX	Admin Fees	5140562110	3.75
Total 4119:								
4120	11/13	11/15/2013	590	C256962	CARSON OIL COMPANY	fuel	0640562420	83.71
Total 4120:								
4121	11/13	11/15/2013	670	10/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0140462551	749.75
4121	11/13	11/15/2013	670	10/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0140762830	111.03
4121	11/13	11/15/2013	670	10/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0540562439	581.91
4121	11/13	11/15/2013	670	10/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0840562071	15.00
4121	11/13	11/15/2013	670	10/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	1740562551	21.30
4121	11/13	11/15/2013	670	10/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	2140562070	1,262.20
4121	11/13	11/15/2013	670	10/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	2142162071	175.19
4121	11/13	11/15/2013	670	10/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	3140562070	2,112.50
4121	11/13	11/15/2013	670	10/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	5140562800	22.09
4121	11/13	11/15/2013	670	10/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	5142162071	300.14
4121	11/13	11/15/2013	670	11/13 SSS	CASCADE LOCKS LIGHT CO.	Senior Sewer Subsidy	0140862025	204.30
Total 4121:								
4122	11/13	11/15/2013	740	53274	CASELLE, INC.	Contract Support	0140162082	5,555.41
4122	11/13	11/15/2013	740	53274	CASELLE, INC.		0340562082	142.20
4122	11/13	11/15/2013	740	53274	CASELLE, INC.		0640562082	45.03
4122	11/13	11/15/2013	740	53274	CASELLE, INC.		2140562082	40.29
4122	11/13	11/15/2013	740	53274	CASELLE, INC.		3140562082	244.11
4122	11/13	11/15/2013	740	53274	CASELLE, INC.		5140562082	218.04
4122	11/13	11/15/2013	740	53274	CASELLE, INC.		5140562082	417.12
4122	11/13	11/15/2013	740	53274	CASELLE, INC.		5140562082	78.21
Total 4122:								
4123	11/13	11/15/2013	6870	111213	City of Independence	Cert Class for Busdiaker	0140862020	50.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 4123:								
4124	11/13	11/15/2013	1120	A43130	COLUMBIA HARDWARE, LLC	Pipe	5140562770	34.38
4124	11/13	11/15/2013	1120	A43131	COLUMBIA HARDWARE, LLC	Credit on pipe	5140562770	29.40
4124	11/13	11/15/2013	1120	A43440	COLUMBIA HARDWARE, LLC	cable clamp	4140562560	5.97
4124	11/13	11/15/2013	1120	A43467	COLUMBIA HARDWARE, LLC	wall jack	4140562560	3.49
4124	11/13	11/15/2013	1120	A44018	COLUMBIA HARDWARE, LLC	screws	5140562770	3.24
4124	11/13	11/15/2013	1120	A44403	COLUMBIA HARDWARE, LLC	Chain	5140562770	3.37
4124	11/13	11/15/2013	1120	A44904	COLUMBIA HARDWARE, LLC	roof nails	5140562770	4.79
4124	11/13	11/15/2013	1120	A45143	COLUMBIA HARDWARE, LLC	Misc	0540562440	19.58
4124	11/13	11/15/2013	1120	A45143	COLUMBIA HARDWARE, LLC	Misc	0540562441	37.22
4124	11/13	11/15/2013	1120	B51912	COLUMBIA HARDWARE, LLC	Misc	5140562770	23.10
4124	11/13	11/15/2013	1120	B52358	COLUMBIA HARDWARE, LLC	Misc	2140562560	28.91
4124	11/13	11/15/2013	1120	B52918	COLUMBIA HARDWARE, LLC	Yard Hydrant	3140562560	54.95
4124	11/13	11/15/2013	1120	B64120	COLUMBIA HARDWARE, LLC	screws	5140562770	7.99
4124	11/13	11/15/2013	1120	B65104	COLUMBIA HARDWARE, LLC	wire brush/spade bit	5140562770	12.92
Total 4124: 210.51								
Total 4125:								
4125	11/13	11/15/2013	1360	129741	DAVID R. CUNNINGHAM	Upgrades	0540562082	210.00
4125	11/13	11/15/2013	1360	129742	DAVID R. CUNNINGHAM	Telemetry	5642163941	30.00
4125	11/13	11/15/2013	1360	129743	DAVID R. CUNNINGHAM	City Network	0140162082	180.00
4125	11/13	11/15/2013	1360	129743	DAVID R. CUNNINGHAM	City Network	0140162082	140.00
4125	11/13	11/15/2013	1360	129743	DAVID R. CUNNINGHAM	City Network	0340562082	44.00
4125	11/13	11/15/2013	1360	129743	DAVID R. CUNNINGHAM	City Network	0540562082	40.00
4125	11/13	11/15/2013	1360	129743	DAVID R. CUNNINGHAM	City Network	2140562082	241.00
4125	11/13	11/15/2013	1360	129743	DAVID R. CUNNINGHAM	City Network	3140562082	215.00
4125	11/13	11/15/2013	1360	129743	DAVID R. CUNNINGHAM	City Network	5140562082	210.00
4125	11/13	11/15/2013	1360	129743	DAVID R. CUNNINGHAM	City Network	5140562082	412.00
4125	11/13	11/15/2013	1360	129743	DAVID R. CUNNINGHAM	City Network	5140662082	78.00
4125	11/13	11/15/2013	1360	129744	DAVID R. CUNNINGHAM	Broadband	4140662570	600.00
Total 4125: 2,400.00								
4126	11/13	11/15/2013	1420	1768	DENNIS V. SNYDER JR. CONTRACTO	Grindings	5141662009	96.00
4126	11/13	11/15/2013	1420	1768	DENNIS V. SNYDER JR. CONTRACTO	Grindings	5141662009	96.00
Total 4126: 192.00								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4127	11/13	11/15/2013	1540	61158-10311	DMV SERVICES STATE OF OREGON	Driving Records	0540562110	3.00
Total 4127:								3.00
4128	11/13	11/15/2013	1620	239	EFFICIENCY SERVICES GROUP, LLC	Admin Fees	5140562139	750.00
Total 4128:								750.00
4129	11/13	11/15/2013	6795	0377419	Ferguson	Meter Materials	2141562009	295.50
4129	11/13	11/15/2013	6795	0377622	Ferguson	Meter Materials	2141562009	160.34
4129	11/13	11/15/2013	6795	SC18228	Ferguson	service charge	2140562560	6.84
Total 4129:								462.68
4130	11/13	11/15/2013	2020	1213367	GENERAL PACIFIC INC.	Aluminum Letters	5140662770	39.42
Total 4130:								39.42
4131	11/13	11/15/2013	2200	969469211	Graybar	PVC AND CONDUIT	5140562800	176.85
Total 4131:								176.85
4132	11/13	11/15/2013	2320	B521810	HD Supply Waterworks, LTD.	Project Supplies	2141562009	1,121.93
Total 4132:								1,121.93
4133	11/13	11/15/2013	2420	7000	HOOD RIVER CO. - FINANCE	October Deputy Service	0141962250	7,261.00
Total 4133:								7,261.00
4134	11/13	11/15/2013	3380	KPDX 10/13	Mercedith Corporation	195 Subs	4140562740	58.50
4134	11/13	11/15/2013	3380	KPTV 10/13	Mercedith Corporation	195 Subs	4140562740	146.25
Total 4134:								204.75
4135	11/13	11/15/2013	3450	102913	MID COLUMBIA COMMUNITY	FY 13/14 Admin Fees	5140562138	600.00
Total 4135:								600.00
4136	11/13	11/15/2013	3490	96-01-01 11/	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562711	1,239.67

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4136	11/13	11/15/2013	3490	96-01-01 11/	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562712	279.01
4136	11/13	11/15/2013	3490	96-01-02 11/	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562711	1,002.57
4136	11/13	11/15/2013	3490	96-01-02 11/	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562712	262.99
Total 4136:								2,784.24
4137	11/13	11/15/2013	3540	5338	MIKEYS MUFFLERS & MORE	Muffler repair on truck 12	5140562201	70.00
4137	11/13	11/15/2013	3540	5338	MIKEYS MUFFLERS & MORE		5140562201	70.00
Total 4137:								140.00
4138	11/13	11/15/2013	3590	110513	MR. B.S SMALL ENGINE REPAIR	Chainsaw parts/labor	5140562900	135.00
4138	11/13	11/15/2013	3590	110513	MR. B.S SMALL ENGINE REPAIR	Chainsaw parts/labor	5140562770	135.00
Total 4138:								270.00
4139	11/13	11/15/2013	3720	38172	NC II	Equipment	4140562560	771.90
Total 4139:								771.90
4140	11/13	11/15/2013	3820	12238335	Norco, INC	oxygen	0540562351	150.49
4140	11/13	11/15/2013	3820	12351212	Norco, INC	oxygen	0540562351	40.18
4140	11/13	11/15/2013	3820	12372607	Norco, INC	Cylinder Rental	0540562351	9.30
Total 4140:								199.97
4141	11/13	11/15/2013	6871	13-6486	Northwest Safety Clean	Namepanels	0540562029	144.95
Total 4141:								144.95
4142	11/13	11/15/2013	3960	2014	OAMR MEMBERSHIP	Membership Dues	0140162030	14.84
4142	11/13	11/15/2013	3960	2014	OAMR MEMBERSHIP	Membership Dues	0140262030	14.70
4142	11/13	11/15/2013	3960	2014	OAMR MEMBERSHIP	Membership Dues	2142162030	4.45
4142	11/13	11/15/2013	3960	2014	OAMR MEMBERSHIP	Membership Dues	3142162030	3.92
4142	11/13	11/15/2013	3960	2014	OAMR MEMBERSHIP	Membership Dues	5142162030	12.09
Total 4142:								50.00
4143	11/13	11/15/2013	4070	3100326	ONE CALL CONCEPTS, INC.	locate services	5140562110	16.80

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 4143:								
4144	11/13	11/15/2013	4910	100038500D	Penhall	Refund Deposit	2121130	16.80
Total 4144:								
4145	11/13	11/15/2013	5160	71778	SAWTOOTH TECHNOLOGIES, LLC	Internet Service	414062050	267.79
Total 4145:								
4146	11/13	11/15/2013	5460	100513	Sosnkowski & Cleaveland P.C.	Attorney Fees	0140162100	802.00
4146	11/13	11/15/2013	5460	100513	Sosnkowski & Cleaveland P.C.	Attorney Fees	0140262100	280.80
4146	11/13	11/15/2013	5460	100513	Sosnkowski & Cleaveland P.C.	Attorney Fees	0542162100	69.60
4146	11/13	11/15/2013	5460	100513	Sosnkowski & Cleaveland P.C.	Attorney Fees	2142162100	14.40
4146	11/13	11/15/2013	5460	100513	Sosnkowski & Cleaveland P.C.	Attorney Fees	3142162100	112.80
4146	11/13	11/15/2013	5460	100513	Sosnkowski & Cleaveland P.C.	Attorney Fees	5142162100	186.00
4146	11/13	11/15/2013	5460	100613	Sosnkowski & Cleaveland P.C.	Attorney Fees	0140162100	536.40
4146	11/13	11/15/2013	5460	100613	Sosnkowski & Cleaveland P.C.	Attorney Fees	0140262100	280.80
4146	11/13	11/15/2013	5460	100613	Sosnkowski & Cleaveland P.C.	Attorney Fees	0542162100	69.60
4146	11/13	11/15/2013	5460	100613	Sosnkowski & Cleaveland P.C.	Attorney Fees	2142162100	14.40
4146	11/13	11/15/2013	5460	100613	Sosnkowski & Cleaveland P.C.	Attorney Fees	3142162100	112.80
4146	11/13	11/15/2013	5460	110613	Sosnkowski & Cleaveland P.C.	Attorney Fees	5142162100	186.00
Total 4146:								
4147	11/13	11/15/2013	5520	14160	STATE FORESTER	Fire Protection	0140162870	2,400.00
4147	11/13	11/15/2013	5520	14160	STATE FORESTER	Fire Protection	3140562870	16.22
4147	11/13	11/15/2013	5520	14160	STATE FORESTER	Fire Protection	5140562870	55.87
Total 4147:								
4148	11/13	11/15/2013	5620	1640	Summit Excavation	Regulator Street Improvements	0740562130	21.34
Total 4148:								
4149	11/13	11/15/2013	6700	23395	XTC TRUCK & TOY	Steel Skid Shoe	0340562560	93.43
Total 4149:								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4150	11/13	11/15/2013	6730	1020131980	ZCORUM INC.	Internet	4140662730	845.50
Total 4150:								
4151	11/13	11/15/2013	6740	0161475965	ZEE MEDICAL INC	First Aid Supplies	0140162010	63.60
4151	11/13	11/15/2013	6740	0161475966	ZEE MEDICAL INC	First Aid Supplies	5140562770	96.05
4151	11/13	11/15/2013	6740	0161475966	ZEE MEDICAL INC	First Aid Supplies	5140662770	96.05
4151	11/13	11/15/2013	6740	D8863701	ZEE MEDICAL INC	Fist Aid Truck Kits/gloves	0140462520	79.33
4151	11/13	11/15/2013	6740	D8863701	ZEE MEDICAL INC	Fist Aid Truck Kits/gloves	0340562560	79.33
4151	11/13	11/15/2013	6740	D8863701	ZEE MEDICAL INC	Fist Aid Truck Kits/gloves	3140562560	79.34
Total 4151:								
11151301	11/13	11/15/2013	3650	13101198	NATIONAL CABLE TELEVISION COOP.	Programming	4140562740	4,013.24
Total 11151301:								
Grand Totals:								83,829.53

## CASCADE LOCKS STAFF REPORT

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Date Prepared: November 18, 2013

For City Council Meeting on: November 25, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator 

SUBJECT: Approve Solution for Cell Tower

**SYNOPSIS:** The City has been using a cell tower abandoned on City property for the emergency services communications tower installed using FEMA resources with the aid of the County. Unfortunately, the tower was constructed in a location that was not included in an easement agreement with the property owner. Staff is seeking approval from the Council to proceed with the following process to correct this situation.

### Step 1: Secure the property right to the existing tower

The City Attorney has determined that the City has the right to use the tower that was abandoned when the City requested an abatement against an illegal tower and the District Court agreed, instructing the owner of the tower to remove the tower in May of 2003. The tower was removed in 2005 by the owner. That tower was left on property where the City had an easement. Six years later, the City used the tower for EMS communications. The property owner never sought redress for the property or filed a claim of any sort with the City for the return of the abandoned tower. The City Attorney has concluded the "the City has some exposure to liability for use of the tower for 911 purposes because the Bates could bring a claim of ownership and conversion of the tower. However, such a claim is unlikely to succeed due to the passage of time and/or the theories that Bates abandoned the property and forfeited ownership as a result of the nuisance abatement judgment."

### Step 2: Construct New Tower Base

With the tower ownership resolved, the City should build the designed and engineered base within the easement currently being leased by the City. The base could be built by Fire Department volunteers as long as it is supervised by a licensed contractor, or perhaps the contractor could build the base as a donation to the department if the City would purchase the materials.

The estimated cost for the construction of the base, installation of necessary equipment, and moving the equipment is \$11,500.

Cyclone Security Fence	\$ 3,000
Relocating Radio Equipment	\$ 6,000
Concrete	\$ 1,000
Reinforcing Concrete	\$ 500
Tower Base Assembly	<u>\$ 1,000</u>
Total	\$11,500

There will be some in kind work. The Electric Department will assist in setting the rebar cage in place, in moving the tower and underground lines, and doing some miscellaneous site work. The Public Works Department will excavate the hole for the base and assist in the pouring of the concrete.

**Step 3: Building Department Approval**

Hood River County Building Department has an open permit for this project. They will need to inspect the construction and approve the work.

**Step 4: County Planning Commission Approval**

Hood River County Planning and Zoning will approve the building permit and location of the tower, as long as it is in the same spot (within the easement) as the previous approval.

**Step 5: Relocate the current tower**

Once the base is constructed, the City must move the tower and associated equipment from the current site to the newly constructed base area. Day Wireless has indicated that they must move the equipment in order to maintain the warranty. The estimated cost for this work is \$6,776.11. (Day Wireless quote dated 9/16/13.) The City's easement allows for government use at no cost beyond the easement for which we have already paid. 911 emergency communications is an allowed government use.

**Step 6: County Payment to City of Cascade Locks**

After the tower is in place and approved by Hood River County (including 911), Hood River County will then reimburse the City for the \$38,657.99 the City has already spent on this project.

\$38,400.00	Regional Match
<u>257.99</u>	Balance of shared attorney fees
\$38,657.99	Total due from Hood River County

This money will balance the Grant Fund Accounts Payable line item.

**Step 7: County 911 Accepts Tower for Maintenance and Operations**

Hood River County 911 will accept the maintenance and operations equipment while the City maintains ownership of the tower. City and County Attorneys will need to draft an IGA.

### Step 8: Potential Funding Sources

Looking through the current budget, there are several areas that may be tapped to complete this project. No one fund should be tapped for the entire amount, but the amount should be spread out among all selected funds.

In the Capital Reserve Funds:

Administration	Equipment Upgrade/Replacement	\$20,000
	Reserve	40,200
	EMS Reserve	2,450

In EMS Contingency: \$24,203

In Administration Contingency: \$10,062

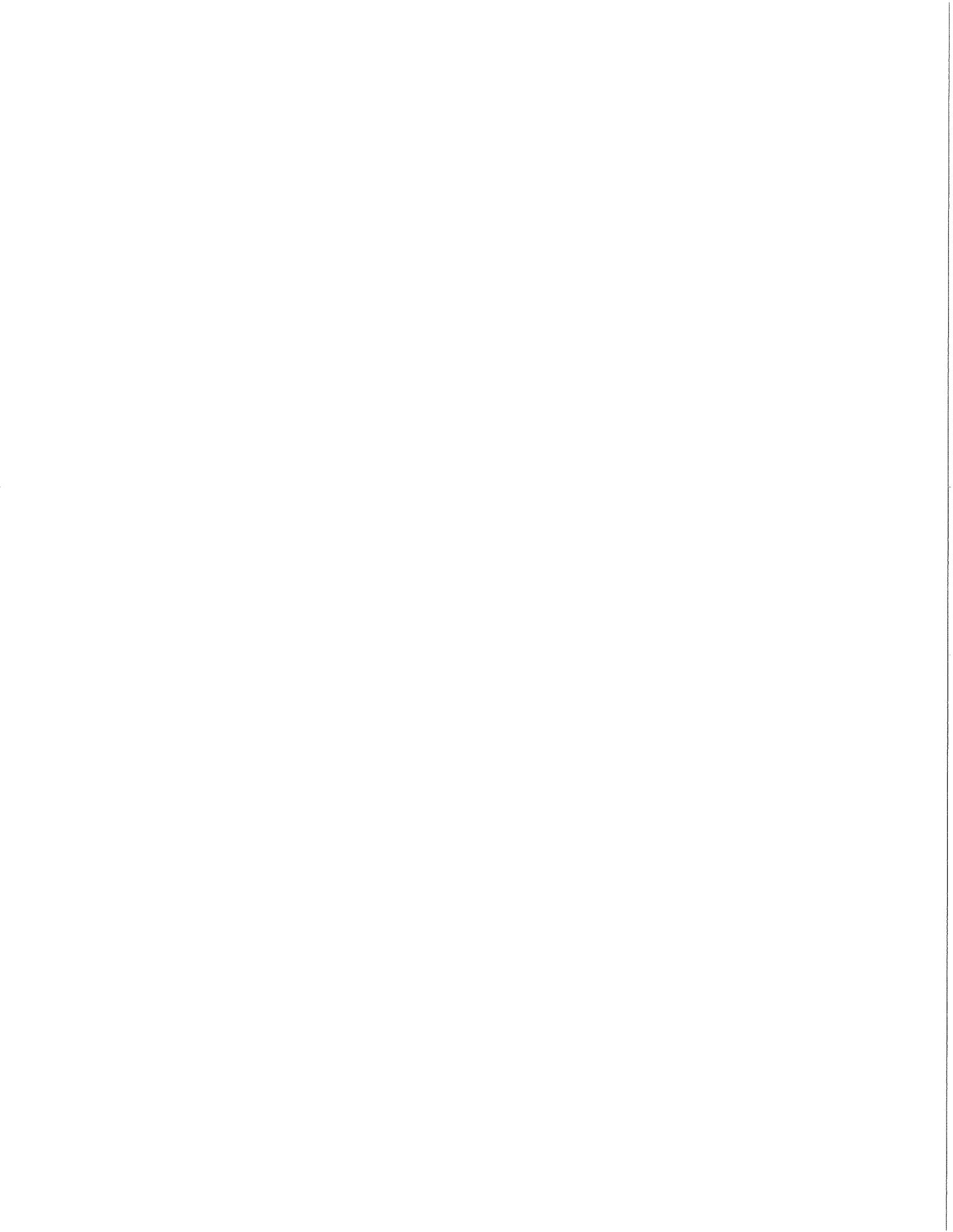
It is suggested that 50% of the cost be absorbed in the Administration Capital Reserve Fund and 50% from the EMS Contingency fund.

#### CITY COUNCIL OPTIONS:

1. Using City personnel and equipment, build new tower base and contract with Day Wireless to move the equipment. (estimated cost, \$11,500)
2. Contract with Day Wireless to build base, new tower and move equipment. (estimated cost over \$100,000)
3. If we do nothing, we are in danger of violating the warranty and therefore, assuming all operations and maintenance costs for maintaining the tower – without having moved it into the City's lease.

**RECOMMENDED MOTION:** "I move to approve this plan to relocate the existing EMS Communications Tower into the current City easement with the funding coming from 50% Administration Equipment Upgrade in the Capital Reserve Fund and 50% from the EMS Contingency."

**Legal Review and Opinion:** The City Attorneys have been consulted throughout this process.



**CASCADE LOCKS STAFF REPORT**

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**Date Prepared: November 18, 2013**

**For City Council Meeting on: November 25, 2013**

**TO: Honorable Mayor and City Council**

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

**SUBJECT: Approve Purchase of New Ambulance**

**SYNOPSIS:** The City of Cascade Locks has been offered the opportunity to purchase Medic #3, the City of Hood River's recently surplused ambulance, for \$10,000. The ambulance would also need up to \$2,500 for several minor repairs. This equipment is 12 years old and has similar miles as our current first out ambulance. However, it is in much better shape than our current unit and Medic #3 is equipped with 4-wheel drive. Our current ambulance is only 2-wheel drive. We have asked several experts to establish the value of Medic #3 to make sure we are receiving value for the purchase. We have been advised that the ambulance could be sold on the open market for between \$20,000 to \$40,000. (Our current second out ambulance is not operable and should be surplused when Medic #3 is brought on line.) Further, the City of Hood River has offered us the option to make the payments of a two-fiscal year period, meaning a payment now and a payment after July 1, 2014.

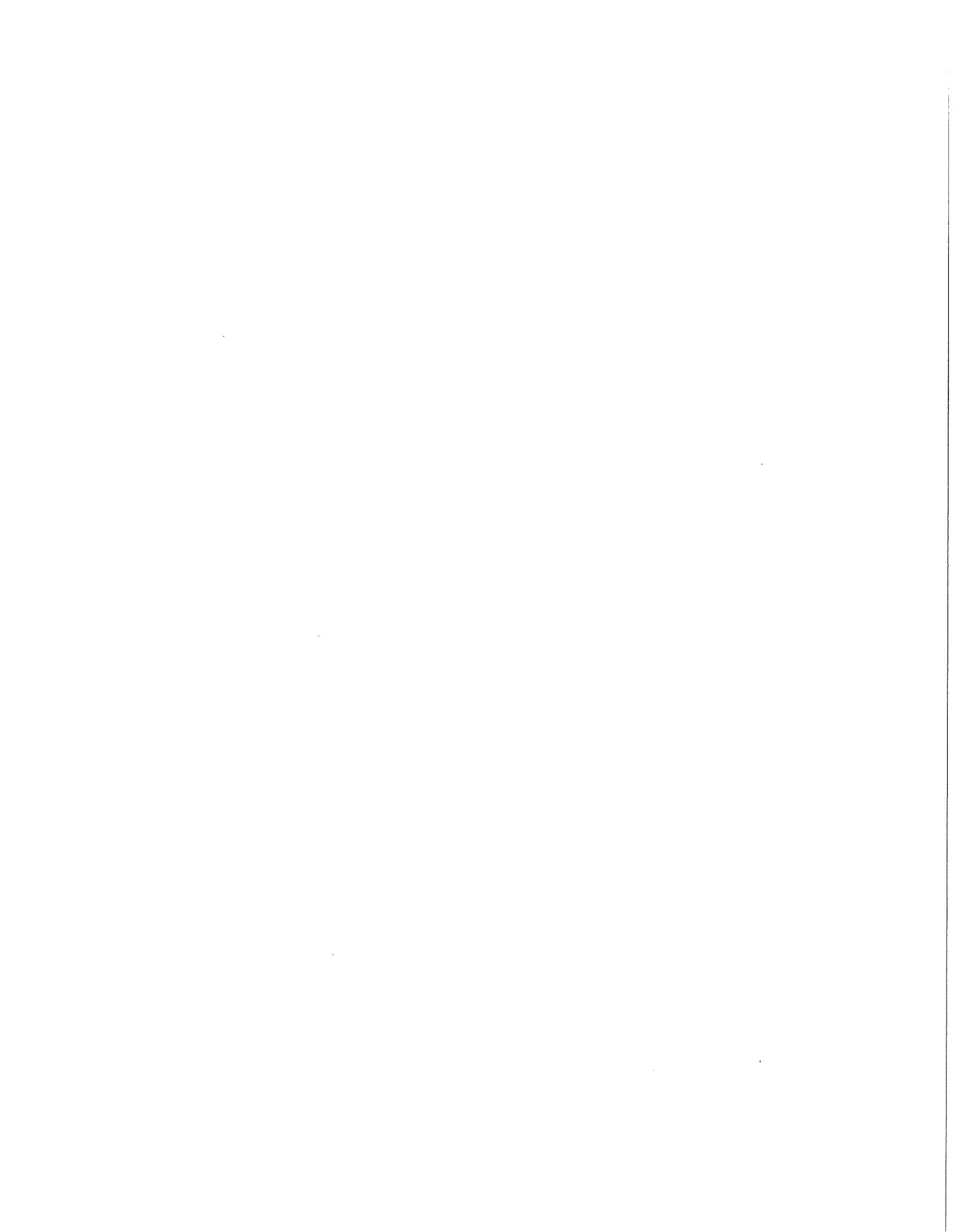
It is recommended to take the \$5,000 payment due this year from the Administration Capital Reserve Fund and the \$2,500 for the equipment repairs from the EMS Contingency Fund. The remaining \$5,000 will need to be included in next year's budget.

After purchasing this unit, if the Council approves, the repairs would be made. We would also need to train our staff on the new unit before it goes into service. If approved, we believe we can get the unit in service just after the first of the year.

**CITY COUNCIL OPTIONS:** Approve or reject the purchase of Medic #3.

**RECOMMENDED MOTION:** "I move to approve the purchase of Medic #3 from the City of Hood River for \$10,000 and to spend up to \$2,500 for needed repairs."

**Financial Review and Status:** The Administration Capital Reserve Fund has \$40,000 in reserve in this fiscal year budget. The EMS Contingency has \$24,203 available.



**CASCADE LOCKS STAFF REPORT**

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**Date Prepared:** November 19, 2013

**For City Council Meeting on:** November 25, 2013

**TO:** Honorable Mayor and City Council

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

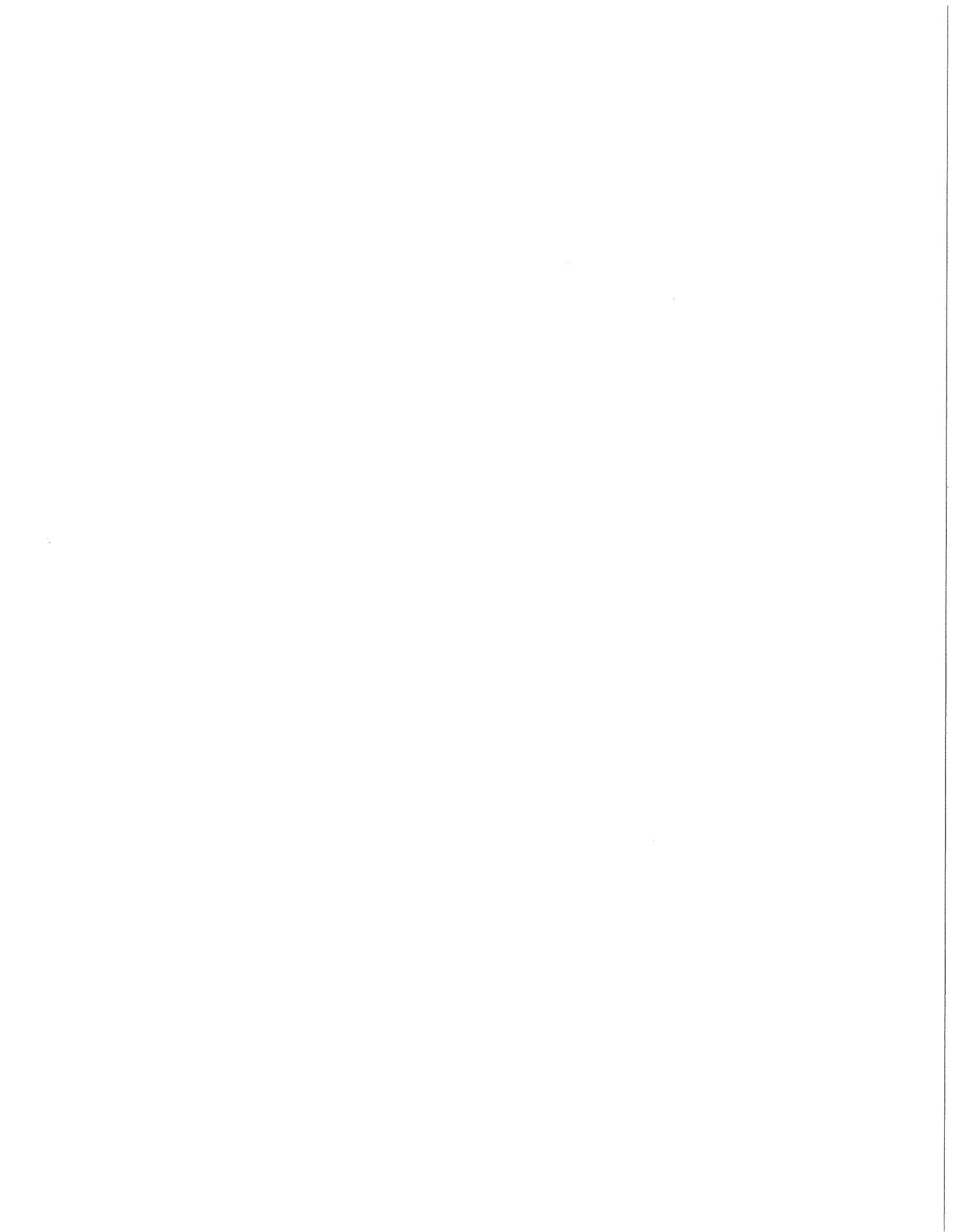
**SUBJECT:** First Reading of Ord. No. 425 Regulating Street Vendors

**SYNOPSIS:** The wind, the rain, and the cooler temperatures have driven the fish and fruit vendors off the parking lots and sidewalks of the City. While we welcome and encourage the entrepreneurial spirit, there are some concerns with vendors blocking sidewalks, distracting drivers, heckling other vendors, and creating a general nuisance in our downtown core. Temporary signs in vivid colors leaning against cars in the right-of-way are not desirable. Those same signs leaning against trees on private property do not give the image of the City we would like to project. Working with our Planning consultant, the Joint Work Group for Economic Development, the Cascade Locks Business Association, the City of Cascade Locks Tourism Committee, and the City Council, Ordinance 425 has been developed to regulate street vendors.

**CITY COUNCIL OPTIONS:** This is the first reading of the ordinance. During the discussion the Council may suggest any changes or improvements to the ordinance desired. Final adoption of the ordinance will be at the Council meeting on December 9.

**RECOMMENDED MOTION:** This is the first reading of Ordinance 425.

**Legal Review and Opinion:** This has been developed and reviewed by the City Attorney.



**ORDINANCE NO. 425**

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

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

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

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

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

**SECTION 2. Registration.**

- 1) No person shall operate as a street vendor without first registering with the City of Cascade Locks.
- 2) Registration shall be on forms provided by the City. All street vendors shall be required to provide the following information:
  - a) Official picture identification in the form of a valid state-issued driver's license, state-issued identification card, or valid passport;
  - b) Current contact information, including a valid mailing address and phone number;
  - c) A current Oregon State food handler's certification for handling food, if applicable;
  - d) A current Department of Agriculture certification for food products, if applicable;
  - e) The location of vending;
  - f) The street vendor must provide a copy of the property owner's written permission for placement of a temporary shelter, stand, vehicle or cart; and
  - g) Any other information deemed necessary to enforce this Ordinance.
- 3) The temporary, limited use registration shall be valid for 120 days from the approval date. A new permit is required after that time period has elapsed.

**SECTION 3. Method of Operation.**

- 1) No street vendor shall:
  - a) Occupy an area within ten (10) feet of a crosswalk, alleyway or building doorway;
  - b) Obstruct or impede vehicular (including bicycles) or pedestrian traffic;

- c) Leave a location without first picking up, removing and disposing of all trash and refuse remaining within a twenty-five foot (25') radius of their vending area. Each vendor shall be responsible for maintaining a twenty-five foot (25') radius around their vending area clean of any trash or debris;
  - d) Make any loud noise for the purpose of advertising or attracting attention to their wares;
  - e) Sell from any location other than the registered location;
  - f) Solicit or conduct business with any persons in motor vehicles located within any traffic lane on a public street;
  - g) Unreasonably interfere with or obstruct the free flow of pedestrian traffic or access to businesses; or
  - h) Violate any federal, state or local ordinance, statute or regulation.
- 2) The street vendor must prominently display a copy of the property owner's written permission for placement of the street vendor's temporary shelter, stand, vehicle or cart at the vending location.

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

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

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

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

- 4) In addition to any remedies available under this ordinance, any violation of this ordinance is deemed a nuisance. The abatement of such a nuisance is in addition to any other penalty or remedy. Such nuisance may be abated as provided in Cascade Locks Ordinance 344 or in any other manner authorized by law.
  
- 5) Any temporary shelter, stand, vehicle, cart or sign in violation of this ordinance may be removed by the City Administrator or designee twenty four (24) hours after written notice is delivered to the vendor in person or five (5) days after written notice is mailed to the address registered with the City.
  - a) Any item(s) removed may be stored by the City up to 30 days or until the owner redeems the property by paying a storage and removal charge as established by the City Administrator. The City may dispose of items left longer than 30 days from the date of notice provided in this section.
  
  - b) Written notice shall include at least the following:
    - i) A statement that the item(s) are in violation of this ordinance;
    - ii) The approximate location of the violation;
    - iii) Date the item(s) will be removed;
    - iv) Statement that the removal and storage costs are the responsibility of the owner or vendor;
    - v) Statement that the item(s) shall be disposed of after thirty (30) days of storage;
    - vi) Cost of removal and storage;
    - vii) Location of storage or person to contact concerning storage;
    - viii) Statement that the owner or vendor may remove the item(s) at their own expense prior to the date of removal; and
    - ix) Statement that further violation will result in immediate removal without prior notification.

**SECTION 6. Separability.** Should any section, subsection, paragraph, sentence, clause or phrase of this ordinance be declared invalid, such declaration shall not affect the validity of any other section, subsection, paragraph, sentence, clause or phrase; and if this Ordinance, or any portion thereof, should be held to be invalid on one ground but valid on another, it shall be construed that the valid ground is the one upon which said Ordinance, or such portion thereof, was enacted.

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

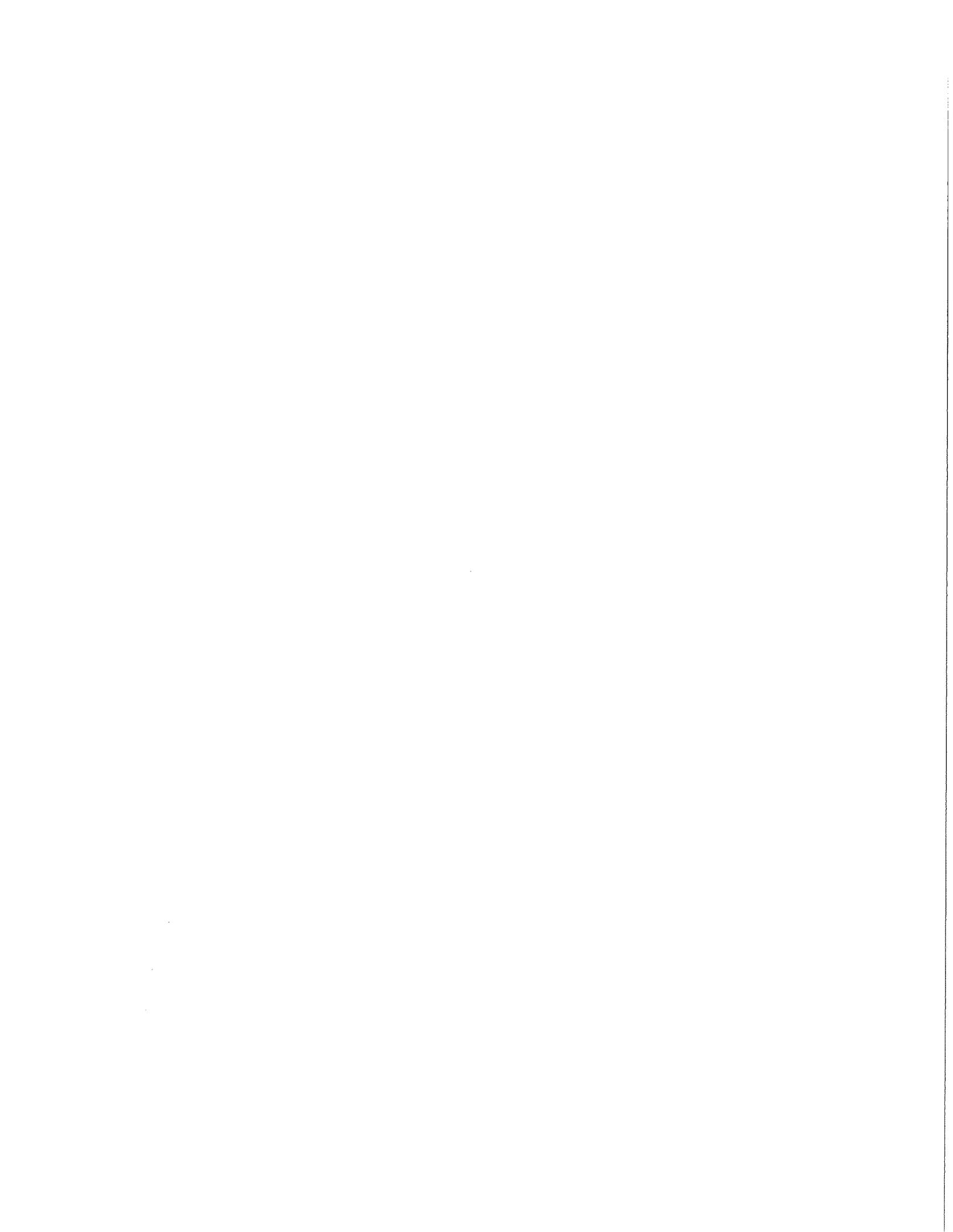
**ADOPTED** by the City Council this \_\_\_\_ day of \_\_\_\_\_, 2013.

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

ATTEST:

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

\_\_\_\_\_  
Mayor



## CASCADE LOCKS STAFF REPORT

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Date Prepared: November 19, 2013

For City Council Meeting on: November 25, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator 

SUBJECT: Approve Electric Department Working Line Foreman

**SYNOPSIS:** Mr. Tracy Hupp is ending his long career with the City of Cascade Locks at the end of December. We are grateful to him for his many years of service as a lineman and as the working line foreman. We wish him well and hope he still answers his phone when we call with a question.

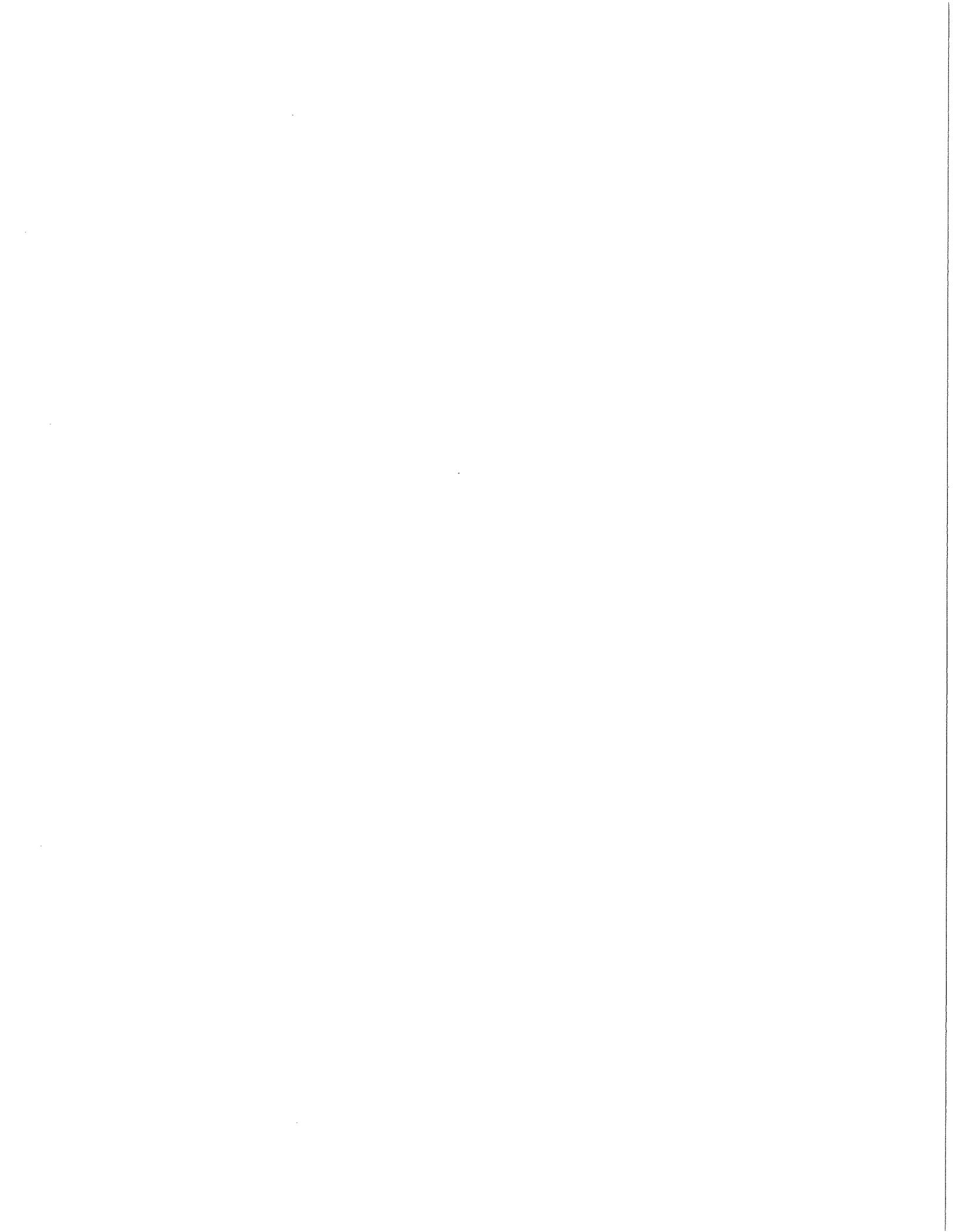
To replace Mr. Hupp, we advertised with the International Brotherhood of Electrical Workers Union Hall. We received one application from one of our current employees. Mr. Keith Terry has had 20 years of experience as a Journeyman lineman working for Nevada Power, Clark Public Power, Pacific Power and Light, and with the City of Cascade Locks. He has brought supervisory experience, computer aided design experience, inventory management experience, and experience in researching and implementing industry best practices. He has also been a shop steward and safety instructor. He is currently in the process of setting up the inventory control and work order systems for the City. I believe he is capable of filling Tracy's big shoes as he grows into the position.

I request approval to promote Mr. Keith Terry from journeyman lineman to working line foreman.

**CITY COUNCIL OPTIONS:** Council may either approve the request, delay the approval, or reopening the advertising for the position.

**RECOMMENDED MOTION:** "I move to appoint Keith Terry to the position of Working Line Foreman in the Electric Department of the City of Cascade Locks."

If Mr. Terry is appointed to fill Mr. Hupp's position, may I have permission to go back to the hiring list from our last journeyman lineman recruitment to determine if there is a feasible candidate to fill the vacant lineman position? We had excellent candidates six months ago that may still be available to fill a position with the City. If that is not possible, we will begin the advertising and hiring process for a new lineman.



AGENDA ITEM NO: 7.10.

## CASCADE LOCKS STAFF REPORT

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**Date Prepared:** November 19, 2013

**For City Council Meeting on:** November 25, 2013

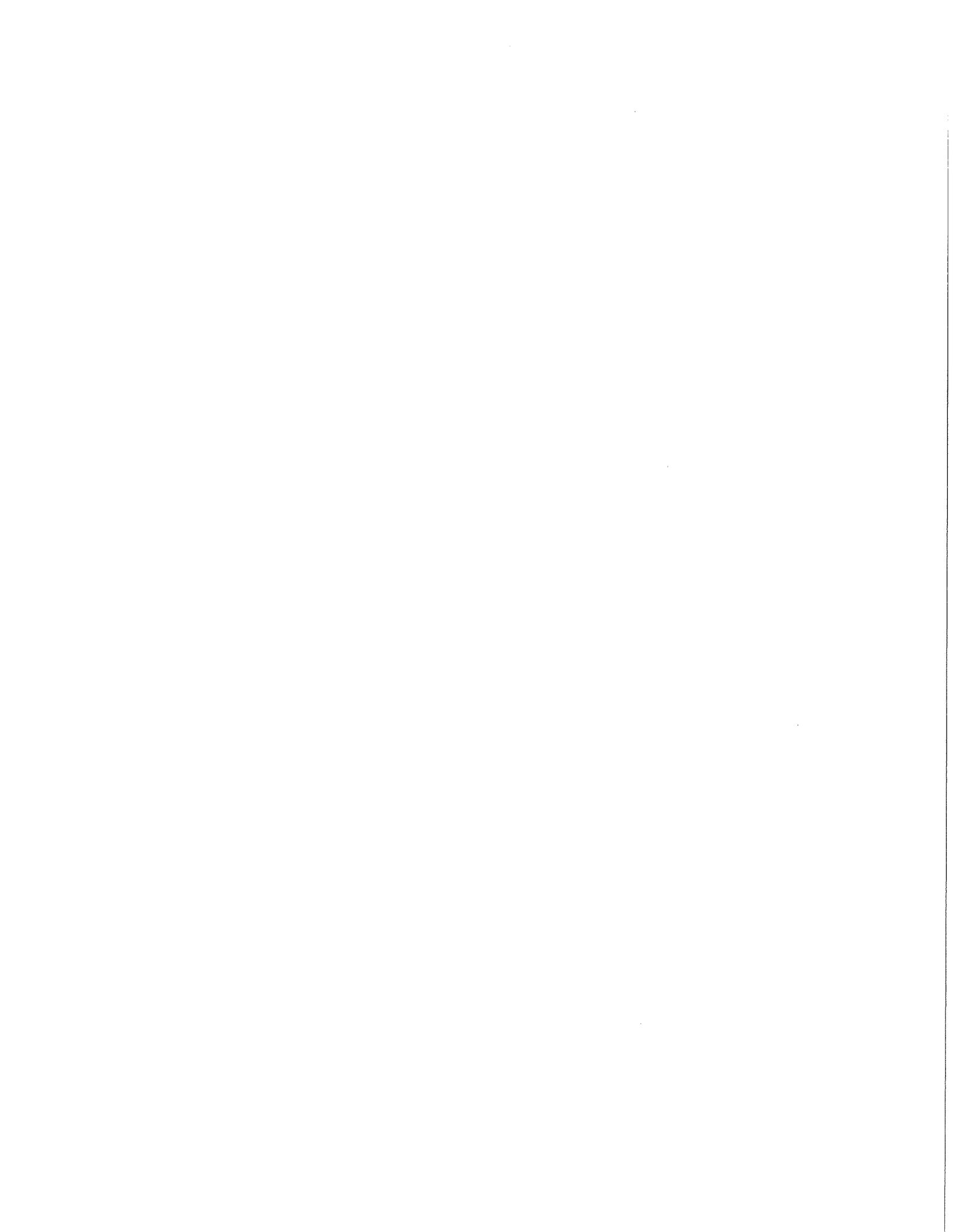
**TO:** Honorable Mayor and City Council

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

**SUBJECT:** Garbage Rate Review

**SYNOPSIS:** Mr. Jim Winterbottom from Waste Connections, Inc. (Hood River Garbage) will visit with the Council concerning a proposed rate increase for the solid waste franchisee. The written request and rate increase is attached.

**CITY COUNCIL OPTIONS:** The Council should must direct the staff to bring back a resolution at the next Council meeting which will implement the desires of the Council.





**WASTE CONNECTIONS, INC.**  
*Connect with the Future®*

**Hood River Garbage**  
**3440 Guignard Drive, Hood River, OR 97031**  
**(541) 386-2272**

October 30, 2013

City of Cascade Locks  
PO Box 308  
Cascade Locks, OR 97014

Attn:  
Gordon Zimmerman, City Administrator

Dear Mr. Zimmerman, Council Members:

Hood River Garbage would like to respectfully request a rate adjustment averaging approximately 1.9% to help offset rising operational costs and tip fees. We request this adjustment to be effective January 1, 2014. Some examples of these increases include, but are not limited to, health care, and truck and equipment repair.

We use the Federal Bureau of Labor Statistics CPI index for Portland/Salem to benchmark our changes in operational costs. This index is computed as of June 30 and December 31. The most recent June to June comparison increased 1.90%, and we believe this is a good indicator of our overall experience. The Wasco County Landfill anticipates increasing both its gate rate and the pass-through Household Hazardous Waste tax by 1%, effective January 1. We have incorporated these increases into the attached proposed rate schedule.

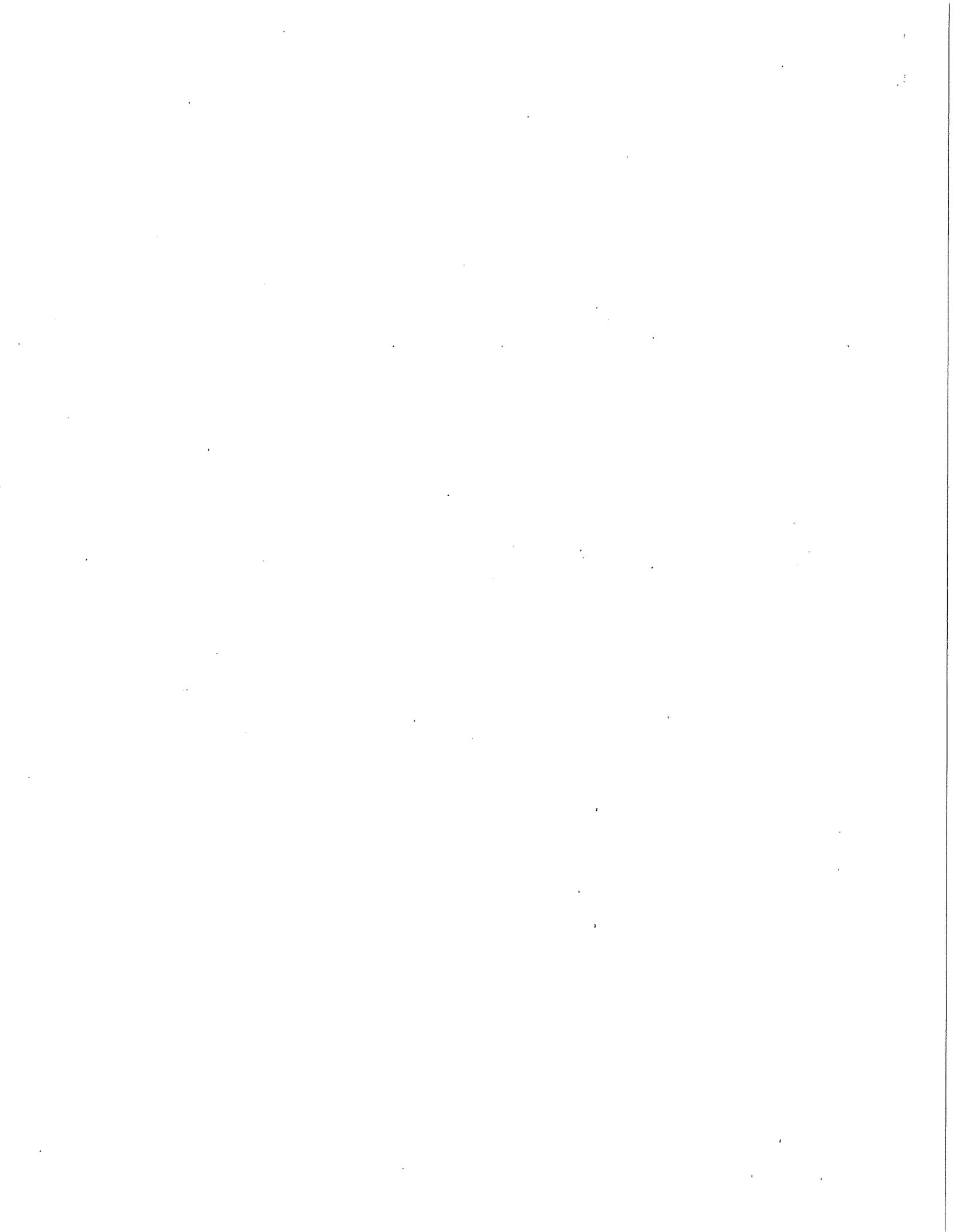
Individual rates change by different percentages based upon the disposal weight component of each rate. A service with no weight (eg, a carry out charge) might increase 1.90%, while a per ton drop box overage charge will only increase 0.4%. All the other rates will increase by some combination of the two percentages, averaging out at about 1.6%.

We would like to be scheduled on the council agenda at your earliest convenience to discuss our proposal. We appreciate the continued opportunity to provide the City of Cascade Locks with high quality solid waste service.

Sincerely,

Erwin Swetnam  
District Manager

Enclosure: Proposed Rate Sheets



**CASCADE LOCKS GARBAGE CITY RATES**

Proposed Increase January 1, 2014

	Current Rate	Landfill Increase	Business Increase	Total Increase	Total Rate
<b>RESIDENTIAL</b>					
<b>32 GALLON CAN</b>					
Weekly					
- curbside	\$15.64	\$0.05	\$0.21	\$0.26	\$15.90
- carry out	\$20.90	\$0.05	\$0.29	\$0.34	\$21.24
* each addl 25 ft	\$2.97	\$0.00	\$0.05	\$0.05	\$3.02
EOW					
- curbside	\$12.35	\$0.02	\$0.17	\$0.19	\$12.54
- carry out	\$16.80	\$0.02	\$0.25	\$0.27	\$17.07
* each addl 25 ft	\$2.22	\$0.00	\$0.04	\$0.04	\$2.26
Monthly					
- curbside	\$8.42	\$0.01	\$0.12	\$0.13	\$8.55
- carry out	\$11.10	\$0.01	\$0.17	\$0.18	\$11.28
* each addl 25 ft	\$1.34	\$0.00	\$0.02	\$0.02	\$1.36
<b>MINI 20 GALLON CAN</b>					
Weekly					
- curbside	\$12.28	\$0.01	\$0.18	\$0.19	\$12.47
- carry out	\$16.16	\$0.01	\$0.24	\$0.25	\$16.41
* each addl 25 ft	\$2.97	\$0.00	\$0.05	\$0.05	\$3.02
EOW					
- curbside	\$10.26	\$0.01	\$0.15	\$0.16	\$10.42
- carry out	\$13.44	\$0.01	\$0.20	\$0.21	\$13.65
* each addl 25 ft	\$2.46	\$0.00	\$0.04	\$0.04	\$2.50
<b>SPECIAL CHARGES</b>					
- overweight/full	\$3.94	\$0.00	\$0.06	\$0.06	\$4.00
- extra bag/box	\$3.94	\$0.00	\$0.06	\$0.06	\$4.00
- Washer/Dryer/Stove	\$11.35	\$0.00	\$0.19	\$0.19	\$11.54
- Water Heater	\$11.35	\$0.00	\$0.19	\$0.19	\$11.54
- Sofa/Chair	\$10.37	\$0.00	\$0.17	\$0.17	\$10.54
- Mattress	\$10.37	\$0.00	\$0.17	\$0.17	\$10.54
- return trip	\$8.78	\$0.00	\$0.14	\$0.14	\$8.92
- Recycle Bin replacement	\$19.81	\$0.00	\$0.33	\$0.33	\$20.14
- Account Set Up Fee	\$5.62	\$0.00	\$0.09	\$0.09	\$5.71
- NSF	\$29.51	\$0.00	\$0.48	\$0.48	\$29.99
- Delinquent Fee	\$12.78	\$0.00	\$0.21	\$0.21	\$12.99

Low Income/Elderly/Disabled persons (qualified by MCCA) will receive a \$3.00/month discount

## CASCADE LOCKS GARBAGE CITY RATES

Proposed Increase January 1, 2014

	Current Rate	Landfill Increase	Business Increase	Total Increase	Total Rate
<b>COMMERCIAL</b>					
<b>32 GALLON CAN</b>					
Weekly					
- curbside	\$15.64	\$0.05	\$0.21	\$0.26	\$15.90
- carry out	\$20.93	\$0.05	\$0.30	\$0.35	\$21.28
* each add 25ft	\$2.97	\$0.00	\$0.05	\$0.05	\$3.02
EOW					
- curbside	\$12.35	\$0.02	\$0.17	\$0.19	\$12.54
- carry out	\$16.80	\$0.02	\$0.25	\$0.27	\$17.07
* each add 25ft	\$2.22	\$0.00	\$0.04	\$0.04	\$2.26
Monthly					
- curbside	\$8.42	\$0.01	\$0.12	\$0.13	\$8.55
- carry out	\$11.10	\$0.01	\$0.17	\$0.18	\$11.28
* each add 25ft	\$1.34	\$0.00	\$0.02	\$0.02	\$1.36
<b>SPECIAL CHARGES</b>					
- overweight/full	\$3.94	\$0.00	\$0.06	\$0.06	\$4.00
- extra bag/box	\$3.94	\$0.00	\$0.06	\$0.06	\$4.00
- Washer/Dryer/Stove	\$11.35	\$0.00	\$0.19	\$0.19	\$11.54
- Water Heater	\$11.35	\$0.00	\$0.19	\$0.19	\$11.54
- Sofa/Chair	\$10.37	\$0.00	\$0.17	\$0.17	\$10.54
- Mattress	\$10.37	\$0.00	\$0.17	\$0.17	\$10.54
- White goods	\$11.35	\$0.00	\$0.19	\$0.19	\$11.54
- return trip	\$8.78	\$0.00	\$0.14	\$0.14	\$8.92
- Lock charge	\$3.49	\$0.00	\$0.06	\$0.06	\$3.55
- Access charge	\$3.49	\$0.00	\$0.06	\$0.06	\$3.55
- Recycle Bin replacement	\$19.81	\$0.00	\$0.33	\$0.33	\$20.14
- Account Set Up Fee	\$5.62	\$0.00	\$0.09	\$0.09	\$5.71
- NSF	\$29.51	\$0.00	\$0.48	\$0.48	\$29.99
- Delinquent Fee	\$12.78	\$0.00	\$0.21	\$0.21	\$12.99
<b>1 - 1 1/2 Yd Containers</b>					
- EOW	\$53.13	\$0.13	\$0.70	\$0.83	\$53.96
- 1XPW	\$94.95	\$0.26	\$1.22	\$1.48	\$96.43
- 2XPW	\$160.35	\$0.51	\$1.95	\$2.46	\$162.81
- 3XPW	\$223.06	\$0.76	\$2.63	\$3.39	\$226.45
<b>2 - 1 1/2 Yd Containers</b>					
- EOW					
- 1XPW	\$177.23	\$0.51	\$2.22	\$2.73	\$179.96
- 2XPW	\$354.48	\$1.01	\$4.45	\$5.46	\$359.94
- 3XPW	\$531.72	\$1.53	\$6.67	\$8.20	\$539.92

## CASCADE LOCKS GARBAGE CITY RATES

Proposed Increase January 1, 2014

	Current Rate	Landfill Increase	Business Increase	Total Increase	Total Rate
<b>3 - 1 1/2 Yd Containers</b>					
- EOW					
- 1XPW	\$259.50	\$0.76	\$3.23	\$3.99	\$263.49
- 2XPW	\$519.01	\$1.53	\$6.47	\$8.00	\$527.01
- 3XPW	\$778.48	\$2.29	\$9.70	\$11.99	\$790.47
<b>4 - 1 1/2 Yd Containers</b>					
- EOW					
- 1XPW	\$341.75	\$1.01	\$4.24	\$5.25	\$347.00
- 2XPW	\$683.56	\$2.04	\$8.48	\$10.52	\$694.08
- 3XPW	\$1,025.51	\$3.05	\$12.73	\$15.78	\$1,041.29
<b>5 - 1 1/2 Yd Containers</b>					
- 3XPW	\$1,272.10	\$3.81	\$15.75	\$19.56	\$1,291.66
<b>1 - 2 Yd Containers</b>					
- EOW	\$70.82	\$0.18	\$0.93	\$1.11	\$71.93
- 1XPW	\$126.63	\$0.33	\$1.62	\$1.95	\$128.58
- 2XPW	\$213.83	\$0.68	\$2.60	\$3.28	\$217.11
- 3XPW	\$297.42	\$1.01	\$3.51	\$4.52	\$301.94
<b>1 - 3 Yd Containers</b>					
- EOW	\$106.19	\$0.26	\$1.40	\$1.66	\$107.85
- 1XPW	\$189.94	\$0.51	\$2.43	\$2.94	\$192.88
- 2XPW	\$320.72	\$1.01	\$3.90	\$4.91	\$325.63
- 3XPW	\$446.11	\$1.53	\$5.27	\$6.80	\$452.91
<b>SPECIAL CONTAINER CHARGES</b>					
- Deliver Charge per container	\$28.26	\$0.00	\$0.46	\$0.46	\$28.72
- Extra Loose yardage	\$14.72	\$0.05	\$0.19	\$0.24	\$14.96
- Return Trip	\$9.51	\$0.00	\$0.16	\$0.16	\$9.67
- Access Charge	\$9.51	\$0.00	\$0.16	\$0.16	\$9.67
- Roll out over 15 ft	\$3.49	\$0.00	\$0.06	\$0.06	\$3.55
- Roll out over 20 ft	\$5.63	\$0.00	\$0.09	\$0.09	\$5.72
- Off day pick up	\$6.92	\$0.00	\$0.11	\$0.11	\$7.03
- Rent-a-Bin (1.5 Yards)	\$61.24	\$0.06	\$0.93	\$0.99	\$62.23
- On Call Container (1.5 Yards)	\$30.19	\$0.06	\$0.42	\$0.48	\$30.67
- Mileage 15 miles RT from LF	\$3.17	\$0.00	\$0.05	\$0.05	\$3.22

## CASCADE LOCKS GARBAGE CITY RATES

Proposed Increase January 1, 2014

	Current Rate	Landfill Increase	Business Increase	Total Increase	Total Rate
<b>COMPACTORS</b>					
- Swap	\$136.46	\$0.00	\$2.24	\$2.24	\$138.70
- CP extra yardage	\$21.17	\$0.20	\$0.08	\$0.28	\$21.45
<b>DROP BOXES</b>					
- Delivery (per trip)	\$64.04	\$0.00	\$1.05	\$1.05	\$65.09
- Moving Fee (per trip)	\$64.04	\$0.00	\$1.05	\$1.05	\$65.09
- DB Swap	\$121.53	\$0.00	\$2.00	\$2.00	\$123.53
- Compactor Swap	\$131.47	\$0.00	\$2.16	\$2.16	\$133.63
- Excess weight (per trip)	\$65.56	\$0.00	\$1.08	\$1.08	\$66.64
- Ex miles(over 15m route )	\$3.17	\$0.00	\$0.05	\$0.05	\$3.22
- Daily DM (over 96 hrs)	\$5.42	\$0.00	\$0.09	\$0.09	\$5.51
- Monthly DM (Max)	\$127.41	\$0.00	\$2.09	\$2.09	\$129.50
- Special DB (per day) lid/screen/winch	\$4.68	\$0.00	\$0.08	\$0.08	\$4.76
- Special DB (per month max)	\$141.23	\$0.00	\$2.32	\$2.32	\$143.55
- Waiting time (per min)	\$1.63	\$0.00	\$0.03	\$0.03	\$1.66
TS tip fee per yard (loose)	\$14.68	\$0.07	\$0.14	\$0.21	\$14.89
TS tip fee per yard (compacted)	\$20.86	\$0.20	\$0.08	\$0.28	\$21.14
<b>MISC EQUIP RENTAL PER HOUR</b>					
- Rear Loader	\$124.41	\$0.00	\$2.04	\$2.04	\$126.45
- Roll Off	\$109.75	\$0.00	\$1.80	\$1.80	\$111.55
- Extra Labor	\$28.69	\$0.00	\$0.47	\$0.47	\$29.16
- Labor OT	\$43.03	\$0.00	\$0.71	\$0.71	\$43.74

**RESOLUTION NO. 1251**

**A RESOLUTION AUTHORIZING WASTE CONNECTIONS, INC., d.b.a. HOOD RIVER GARBAGE, TO COLLECT SOLID WASTE AND RECYCLING WITHIN THE CITY OF CASCADE LOCKS; SETTING CHARGES AND RATES FOR PROVIDING SUCH SERVICES; AND REPEALING RESOLUTION NO. 1228.**

**WHEREAS**, Waste Connections, Inc., has requested an increase in rates charged for garbage collection services to offset changes in services offered and increased costs; and

**WHEREAS**, the City Council has reviewed the plans for services and rates proposed by Waste Connections, Inc., and required changes be made to those proposals; and

**WHEREAS**, the City Council has determined that the following services and rates shall be set, based upon the conditions listed in this resolution;

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

**SECTION 1. License Fee.** Waste Connections, Inc. shall pay to the City of Cascade Locks a license fee of \$1,000.00 annually, payable on the first day of February.

**SECTION 2. Recycling and Recycling Education.** Waste Connections, Inc., shall continue bi-weekly curbside recycling pickup for an additional year from January 1, 2013 to December 31, 2013. Waste Connections, Inc. shall implement a recycling education and promotion program for the citizens and businesses of Hood River County. Not less than \$2,500 shall be expended on this recycling education program, and shall be expended in such a manner as to promote recycling in Hood River County.

**SECTION 3. Provision of Dumpsters for Spring Clean Up and Fall Clean Up.** Waste Connections, Inc. shall provide to the City at no cost, six (6) twenty-yard dumpsters for each Spring Clean Up and each Fall Clean Up event, as part of its garbage service to the City.

**SECTION 4. Waste Collection Services and Fees.** Waste Connections, Inc. is hereby permitted to charge the fees for services shown on **Exhibit "A"** to this Resolution.

**SECTION 5. Adherence to the Provisions of Ordinance No. 315.** Waste Connections, Inc. shall abide by the provisions of Cascade Locks Ordinance No. 315.

**SECTION 6. Repeal of Prior Resolutions.** Resolution No. 1228 is hereby repealed.

**SECTION 7. Effective Date.** This resolution, upon adoption by the Mayor and City Council, shall become **effective on January 1, 2013**.

**SECTION 8. Expiration.** This resolution shall remain in effect until repealed by the City Council.

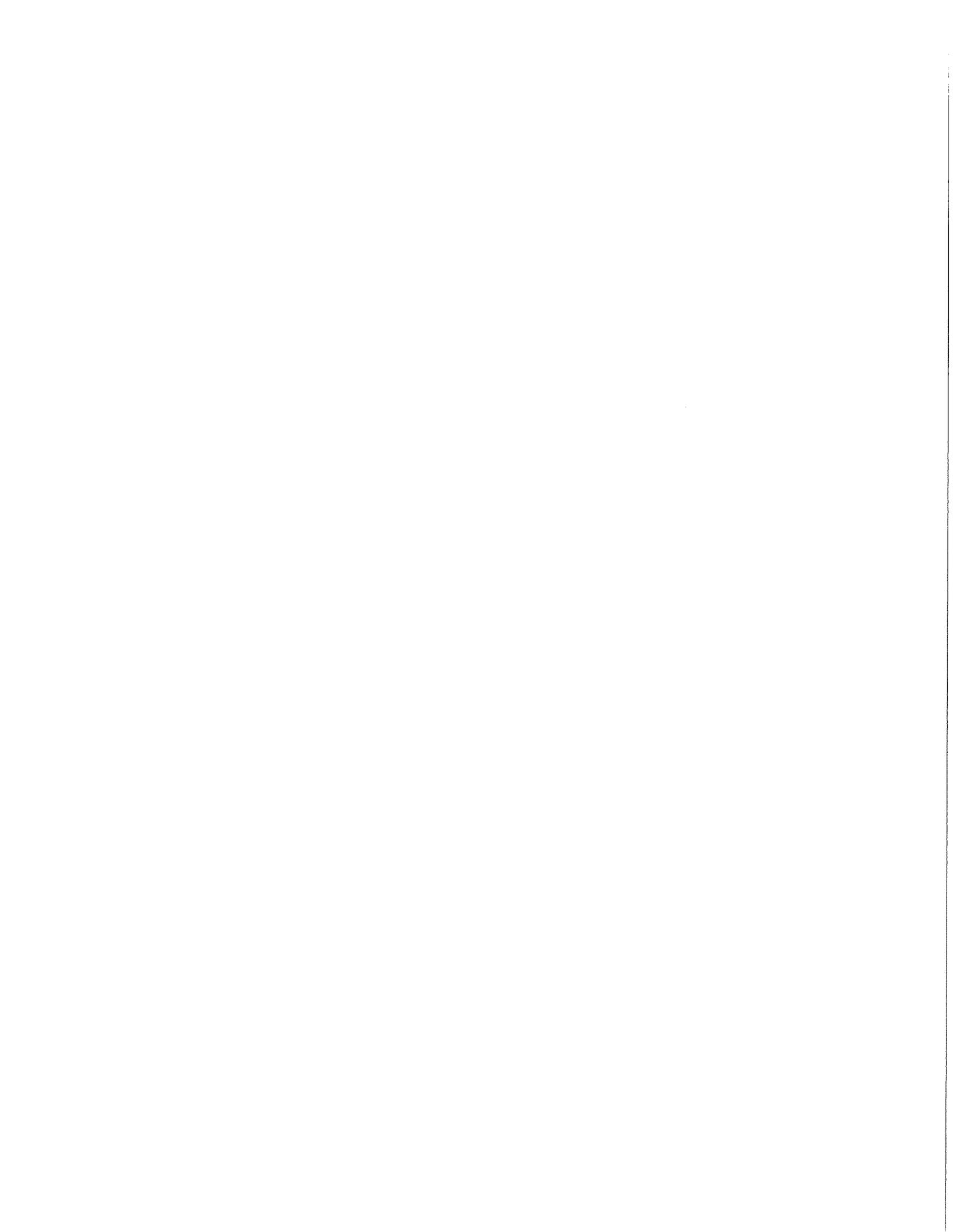
**ADOPTED** by the City Council this **10th** day of **December**, 2012.

**APPROVED** by the Mayor this **10th** day of **December**, 2012.

ATTEST:

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

\_\_\_\_\_  
Council President



**ORDINANCE NO. 315**

revised 04/22/94

**AN ORDINANCE RELATING TO THE KEEPING, REMOVING AND HAULING OF GARBAGE AND REFUSE IN THE CITY OF CASCADE LOCKS; PROVIDING RULES AND REGULATIONS GOVERNING THE HAULING, COLLECTION AND DISPOSAL OF GARBAGE REFUSE AND OTHER SOLID WASTES; AUTHORIZING THE CITY COUNCIL TO GRANT AN EXCLUSIVE CONTRACT FOR COLLECTION OF SOLID WASTE; PROVIDING A METHOD FOR ESTABLISHMENT OF RATES THEREFOR; PROVIDING PENALTIES AND REPEALING ORDINANCE NO. 247 AND ALL AMENDMENTS THERETO.**

**WHEREAS**, the City Council finds that a uniform and mandatory system for the collection and disposal of solid waste is necessary for the safety, health and general welfare of the citizens of Cascade Locks. Because of the small number of residents residing in the City and the fact that no qualified solid waste collection contractor resides within Cascade Locks it is necessary to attract such contractor from larger neighboring cities; and

**WHEREAS**, the City has had problems in the past with the improper storage and disposal of solid waste; and

**WHEREAS**, in order to ensure that solid waste is properly disposed of and to attract a qualified solid waste collection contractor, a solid waste disposal program is required;

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

**SECTION 1. Purpose.** The provisions of this section are adopted for the safety, health, and general welfare of the public. There is hereby established a uniform system for the collection and disposal of solid waste, including recyclables. Such a collection shall be provided by a solid waste collection contractor under agreement with the City. All persons responsible for solid waste generation, as hereafter set forth, including commercial business, shall be entitled and required to utilize the services of the City's approved collection contractor, using such schedule and routes as shall be filed with the City Clerk by the contractor.

**SECTION 2. Definitions.** For the purpose of this ordinance, the following terms phrases, words and their derivation shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

(a) **BULKY WASTE:** The term "bulky waste" means large items of waste, such as furniture and other oversized wastes which would typically not fit into garbage cans.

(b) **CITY:** The City of Cascade Locks.

(c) COLLECTION CONTRACTOR: That entity holding the valid current letter of approval from the City of Cascade Locks to collect solid waste.

(d) COMMERCIAL (OR INDUSTRIAL) CUSTOMER: A nonresidential commercial or industrial customer and those multiple-family complexes not selecting residential service for each unit.

(e) COUNCIL: The legislative body of the City of Cascade Locks.

(f) DETACHABLE CONTAINER: The term "detachable container" means a watertight, all metal container, not less than one cubic yard nor more than eight cubic yards in capacity and equipped with a tight fitting cover.

(g) DROP BOX: The term "drop box" means an all metal container, with lidded or non-lidded cover, of not less than ten cubic yards, or more than fifty cubic yards in capacity.

(h) ELIGIBLE HOUSEHOLD: A residence containing not more than one (1) dwelling unit and receiving individual unit pickup services.

(i) GARBAGE: The term "garbage" shall be synonymous with Solid Waste (SW) and shall mean and include all accumulations of waste matters discarded as of no further value to the owner, such as kitchen and table waste, wrappings and small discarded containers, and small dead animals weighing not over fifteen (15) pounds, but shall exclude all manure, sewage, large dead animals, petroleum products, cleanings from private and public catch basins, wash racks or stumps, White Goods, Bulky Waste, Recyclables, Yard Waste, Special or Hazardous Wastes, Automobiles and Vehicle Parts.

(j) GARBAGE CAN: The term "garbage can" means a Collection Contractor-approved container of material of similar size and weight to a container that is watertight galvanized, sheet metal, or plastic container not exceeding four (4) cubic feet or thirty-two (32) gallons in capacity, weighing not over fifteen (15) pounds when empty, fitted with two (2) sturdy handles, one on each side, and a tight cover equipped with a handle; such can to be rodent and insect-proof and to be kept in a sanitary condition at all times.

(k) GARBAGE UNIT: The term "garbage unit" means secure and tight bundles, none of which shall exceed three (3) feet in the longest dimension, and shall not exceed sixty pounds in weight, or such "garbage unit" may be packed in small discarded boxes, barrels, or bags, or in securely tight cartons or other receptacles reasonably easy to be handled and loaded by one person onto a collection vehicle.

(l) HAZARDOUS WASTE: Special waste which has dangerous or hazardous qualities as defined by state law.

(m) INDUSTRIAL WASTE: The term "industrial waste" means and includes waste generated as a byproduct of manufacturing operations, usually consisting of large quantities of paper, cardboard, metal, plastics, scrap lumber and dunnage, and other materials incidental to and connected with the manufacturing process and not otherwise included in the definitions of "Garbage", "Hazardous", or "Special Wastes" herein above.

(n) MINI-CAN: The term "mini-can" means a container that is a watertight galvanized sheet metal or plastic container not exceeding nineteen (19) gallons in capacity, fitted with a tight cover equipped with a handle.

(o) MIXED PAPER: Includes the following: Magazines, junk mail, phone books, bond, or ledger grade, cardboard and paper board packaging. (This does not include tissue paper, paper towels, frozen food containers, milk cartons, or paper packaging combined with plastic wax or foil.)

(p) MULTIPLE-FAMILY UNIT: A residence containing five (5) or more dwelling units. Each dwelling within a multiple-family unit will be charged as a "single-family unit" unless all of the cans are placed in one location for pickup. In such case they will be charged on the commercial can rate. Individual multiple-family units must all be on single-family rate or the commercial can rate.

(q) PERSON: The term "person" shall mean every person, firm, partnership, association, institution, or corporation in the City generating garbage refuse or recyclables (except as approved by the City Council and described herein) requiring disposal. The term shall also mean the occupant and/or the owner of the premises for which service herein mentioned is rendered.

(r) P.E.T.: Means "polyethylene terephthalate". A recyclable plastic which includes beverage bottles (like 2-liter pop and liquor bottles), frozen food boil-in-the-bag pouches and microwave food trays.

(s) RECYCLING: The process by which waste materials are transformed into new products in such a manner that the original products lose their identity. It shall also include the collection, transportation, or storage of products by others than the original user or consumer giving rise to the product being in the stream of commerce for collection, disposal, recycling, resource recovery, or utilization.

(t) RECYCLABLES: Means newspaper, uncoated mixed paper, aluminum, glass, P.E.T., metal food and beverage containers and such other materials that the City and Contractor determine to be recyclable.

(u) RECYCLING BIN: The term "recycling bin" means a contractor provided container suitable for household collection, storage and curbside set out of source separated recyclables.

(v) RECYCLING CONTAINER: The term "recycling container" means a container suitable for on-site collection, storage and set out of source separated recyclables at multifamily and commercial locations.

(w) RESIDENCE: The word "residence" means a building or portion thereof containing not more than one dwelling unit.

(x) SINGLE-FAMILY UNIT: The term "single-family unit" means a residence containing not more than one dwelling unit.

(y) SOLID WASTE OR WASTES: Means all putrescible and nonputrescible solid and semisolid wastes including, but not limited to, garbage, rubbish, ashes, industrial wastes, demolition and construction wastes.

(z) SOURCE SEPARATION: Means the separation of different kinds of solid waste at the place where the waste originates.

(aa) SPECIAL WASTE:

1. Chemical waste from a laboratory. (This is limited to discarded containers of laboratory chemicals, lab equipment, lab clothing, debris for lab spills or cleanup and floor sweepings).

2. Articles, equipment and clothing containing or contaminated with poly-chlorinated biphenyls (PCB's). Examples are: PCB capacitors or transformers, gloves, or aprons from draining operations, empty drums that formerly held PCB's, etc.)

3. "Empty" containers of waste from commercial products or chemicals. (This applies to a portable container which has been emptied, but which may hold residuals of the product or chemical. Examples of containers are: portable tanks, drums, barrels, cans, bags, liners, etc. A container shall be determined "empty" according to the criteria specified at 40 C.F.R. 261.7).

4. Asbestos containing waste from building demolition or cleaning. (This applies to asbestos-bearing waste insulation materials, such as wallboard, wall spray coverings, pipe insulation, etc.)

5. Commercial products or chemicals: Outdated, off-specification, contaminated or banned. (This includes products voluntarily removed from the marketplace by a manufacturer or distributor in response to allegations of adverse health effects associated with product use.)

6. Residue and debris from cleanup of spills or releases of a single chemical substance or commercial product, or a single waste which would otherwise qualify as a miscellaneous special waste.

7. Medical or infectious byproduct waste for a medical practitioner, hospital, nursing home, medical testing laboratory, mortuary, taxidermist, veterinarian, veterinary hospital or animal testing laboratory.

8. Animal or fish waste and parts from slaughterhouses or processing plants.

9. Pumpings from septic tanks used exclusively by dwelling units. (single-family homes, duplexes, apartment buildings, hotels or motels.)

10. Sludge from a publicly owned sewage treatment plant serving primarily domestic users. (i.e., with no substantial industrial or chemical influent.)

11. Grease trap wastes from restaurants or cafeterias not located at industrial facilities.

12. Wash water wastes from commercial laundries or laundromats.

13. Chemical-containing equipment removed from service. (Example: cathode ray tubes, batteries, fluorescent light tubes, etc.)

14. Waste produced from the demolition or dismantling of industrial process equipment or facilities contaminated with chemicals from the process.

(bb) STREET: The word "street" means a public or private way used for public travel, and includes street, alley, avenue, road, boulevard, thoroughfare, public highway within the City.

(cc) WHITE GOODS: The term "white goods" means any large household appliance including refrigerators, stoves, dishwashers, Waste heaters, washers, dryers, or other similar appliances.

(dd) YARD WASTES: Includes leaves, grass, prunings and clippings of woody as well as fleshy plants. Materials larger than two inches in diameter and three feet in length shall not be considered yard waste. Christmas trees will be considered for collection as yard waste.

**SECTION 3. Mandatory Service.**

(a) All persons residing or doing business within the city limits of Cascade Locks shall be a customer and user of the City approved solid waste disposal program and shall subscribe and comply with the solid waste disposal terms and conditions set forth in this ordinance and the rules and collection policies of the solid waste collection contractor designated by the City.

(b) No person may collect solid waste, transport the same upon or through any street or public place or dispose of solid waste in the City unless approved by the City Council to do so. Items of recyclable materials may be transported to the collection area and removed by persons with City authority to collect the same as an exception to the exclusive approval granted by this Ordinance. Industrial waste not collectible by the collection contractor may also be transported and disposed of by the entity that produced such waste or its designee.

(c) All special wastes shall be collected, transported and disposed of in accordance with applicable ordinances of the City and all state and federal laws.

**SECTION 4. Recycling.** It shall be the policy of the City to encourage personal and group recycling efforts. The City Council may allow the following group recycling efforts when a written request and recycling program description is received and approved by the City Council.

(a) Recycling Centers. Groups involved in recycling efforts may establish permanent recycling centers by complying with local land use regulations and complying with City ordinances regulating the general health, safety, welfare and well-being of the residents of Cascade Locks. Temporary recycling locations may be established by receiving permission from the City Council. Public review by the City Council will occur through the public hearing process described in the zoning ordinance.

(b) Funding for Recycling. The City may from time to time provide funding for community-wide recycling programs.

(c) Composting. A person may establish a compost pile or bin or box using yard wastes and nonputrescible solid wastes (except body wastes). Compost facilities may be permitted when maintained in such a manner to not give off offensive odors, drain into groundwater, leak onto the ground, or attract insects or rodents.

(d) Coordination with Collection Contractor. The approved collection contractor has the primary responsibility for collection and handling of recyclable materials. Group recycling efforts should be coordinated with the collection contractor.

**SECTION 5. Regulations and Prohibited Acts.**

(a) It shall be unlawful for any person to throw, place or scatter any refuse or garbage over or upon any premises, street (public or private) or adjacent thereto, and either with or without the intent to later remove or burn such refuse or garbage, or to suffer or permit, from accumulation of such refuse and garbage, the premises owned, occupied or controlled by such person to become or remain offensive, unsanitary, unsightly, or unsafe to public health or a fire hazard.

(b) Hazardous and Special Wastes shall not be disposed of through the City's solid waste collection system. The City's solid waste collection contractor shall report all known or suspected violations of this Section to the City Administrator or his designee.

**SECTION 6. Deposit of Garbage and Recyclables. Use of garbage cans and/or collection containers.** Responsibilities of persons receiving services:

(a) The owner or person in charge of or in possession of any property or premises within the City of Cascade Locks whereon garbage originates shall at all times keep or cause to be kept sufficient portable cans for the disposal therein of garbage and shall deposit or cause to be deposited therein such garbage, except as hereinafter provided.

(b) Such cans shall be watertight and of not less than to (10) or not more than thirty (30) gallons capacity and shall have two handles at the sides thereof and tight fitting lids. Such lids shall be removed only when necessary to place domestic or industrial garbage in such cans or to take same therefrom. Such cans shall not be loaded to a weight capacity of more than sixty (60) pounds and shall be kept in a sanitary condition with the insides and outsides thereof clean and free from accumulating grease and decomposing matter.

(c) No cans shall be kept or stored on any public street in the City except that said cans may be stored and maintained in alleys adjacent to and for the use of business establishments. In blocks in which there are alleys, such cans shall be kept on private property in a convenient and accessible location to such alley. In blocks which there are no alleys, such cans shall be placed on private property in such location as is most readily accessible to the street without interfering with the convenient, sightly and sanitary enjoyment of such property.

(d) The owner or the person in charge of such property shall maintain the place where said cans are located in a clean and sanitary condition, and shall at all times prevent said cans from being upset or spilled by any means whatsoever.

(e) All domestic garbage, before deposit in the can as hereinbefore provided, shall be drained and wrapped in paper or other material in such manner as to prevent, as nearly as possible, moisture from such garbage from coming in contact with the sides or bottom of the can.

(f) It shall be unlawful for any person, other than the person in possession, charge, or control of any premises, his agents, authorized employees of the City, or the franchised collector, to remove or lift the coverings of any cans, and no other person shall tamper with or remove any particle or material whatsoever from said cans.

(g) From and after the effective date of this ordinance, it shall be unlawful for any person to haul, carry or dispose of garbage or refuse in the City except as in this ordinance provided.

(h) No hot ashes or hot clinkers shall be placed in any garbage can or container for collection or removal. All kitchen, table, cooking, animal and vegetable waste and offal, before being deposited in garbage cans or containers as hereinbefore provided, shall be drained and wrapped in paper or other material in such a manner as to prevent, as nearly as possible, moisture from such garbage from coming in contact with sides or bottoms of the cans or containers.

**SECTION 7. Collection Services.**

(a) Residential Recyclables Collection. Any party may collect residential recyclables. However, once recyclables are placed at the curbside or other approved point of collection, then residential recyclables may be collected only by the collection contractor.

(b) Yard Waste Collection. Any party may collect residential yard waste.

(c) Special Collection:

1. Special pickup services will be provided when authorized by the City Administrator and the collection contractor, to those residences where there are handicapped or elderly people who cannot move their garbage cans, recycling bins, or yard waste carts to the curb for collection. Residences which are geographically located so as to make moving the containers to the curb and unreasonable physical hardship must apply to the City for special collection service and submit documentation to justify their application.
2. The City Administrator may request the collection contractor to pick up illegally stored or dumped solid waste from private property. The owner shall be held responsible for paying for such pick up. The City Administrator will attempt to contact the owner prior to ordering such collection service. This contact shall be documented by the City Administrator.

(d) Discontinuing Service during Vacancy. Whenever any person leaves his/her premises vacant for a period of more than one (1) month and thus shall not need solid waste collection services during said period, he/she may request suspension of garbage collection and service fees therefore for said vacated premises by giving written notice of said vacancy to the collection contractor and in the written notice the person shall state the period of said vacancy and the street address of the premises; provided, that upon receipt of said written notice said services will be discontinued on the first calendar day of the next succeeding month for not less than thirty (30) days.

(e) All solid waste as hereinbefore defined will be collected within the boundaries of the City as follows:

1. Residential Collection. Regular curbside SW, Recyclables, and Yard Waste collections from residential dwellings (single family and duplex) and mobile home parks shall be picked up once a week, with collection to begin no earlier than 6:30 AM and terminate no later than 9:00 PM, Monday through Friday.
2. Multiple Family Units and Commercial Collection. Regular SW collections from multifamily units, apartment houses, commercial and business firms are shall be picked up as required by volume, but shall not exceed one pickup per day, five (5) days per week, Monday through Friday. In areas where the above establishments are within three hundred feet (300) of a residential zone, no collection shall be made earlier than 6:30 AM and not later than 9:00 PM.
3. Saturday Collections. The regular collection period between Monday through Friday may be extended by one (1) day to include Saturday if during that particular week the official and/or authorized dump site and/or transfer station has been closed in recognition of a holiday or during that particular week a recognized holiday, as defined in the contractor's labor contract, falls on one of the regular collection days of Monday through Friday.

(f) Anti-Scavenging. Once residential recyclable materials and residential yard waste materials have been set out on the curbside, or at such other location as authorized by the City, ownership of

those recyclables and yard waste materials passes to the collection contractor. It shall be unlawful for any person other than the collection contractor to remove or collect any such recyclable materials or yard waste materials once they are set out on the curbside or other approved location. However, any person may collect recyclables delivered to such person at a location which has been approved by the City Council.

**SECTION 8. Application for Approval As Collection Contractor.** A contractor may apply to the City Council to become the approved collection contractor for the entire City. The written application shall contain the following information:

- a. Name and address of collection business.
- b. Type of vehicles and equipment available for use by the contractor.
- c. Type of vehicles and equipment to be used by the contractor.
- d. A history of the contractor's business, and references.
- e. A Rate Card containing the rates proposed to be charged by the contractor.

**SECTION 9. Collection Contractor.** The contractor approved to provide municipal solid waste collection shall have the exclusive right to collect, haul, store and transfer for compensation all refuse, residential and commercial garbage and solid wastes over the streets and highways of Cascade Locks, Oregon. An exception is granted for the collection and recycling of newspaper and cardboard collection as expressly permitted by the City Council. All garbage shall be collected by the City of Cascade Locks collection contractor. The approval of the collection contractor granted by the City Council is conditioned upon the following:

(a) The approval granted by the City Council shall be non-assignable. The City Council reserves the right to determine if any other collection contractor other than the current approved contractor should have the above described collection rights and privileges.

(b) All trucks and collection vehicles used by the collection contractor shall be so constructed, loaded, operated and maintained as to prevent wastes from dropping, sifting, leaking or otherwise escaping onto public or private property. Said vehicles shall be designed and constructed to minimize the escape of noxious odors. All of the above equipment shall be of metal construction and must be approved by the Hood River County Sanitarian. Said Sanitarian shall have the power and authority to grant exceptions for special handling.

(c) The collection contractor must leave all premises, streets, and alleys at the place of collection or loading in a neat and sanitary condition. All material collected shall be deposited at a disposal site authorized by the State of Oregon and other governmental regulation.

(d) The collection contractor shall be responsible for the collection of all service fees from users in the City and the City shall bear no responsibility for debt collection.

(e) The collection contractor shall participate each spring in an annual City clean up effort during one (1) week as designated by the City Council and shall make trucks and equipment available to accomplish clean up needs during that period.

(f) The collection contractor shall abide by all laws governing the collection, hauling and disposal of solid waste and comply with State requirements on recycling as set forth in ORS Chapter 459, Rules of the Department of Environmental Quality, and other State and County Agency rules promulgated thereunder.

(g) The collection contractor shall keep sufficient books and records of accounts and such books and accounts shall be subject to review by the City Council upon written request.

(h) The collection contractor shall bill patrons for service provided on a regular and timely basis no less often than quarterly.

**SECTION 10. License for Collection.** The term of such collection contractor approval shall begin on the date signed by the City Administrator and shall be a continuous five (5) year approval to operate period.

On January 1st of each calendar year, the approval shall be considered renewed for a full five year term, unless, prior to December 1st of any calendar year, the City Council notifies the collection contractor in writing of its intent to terminate further its approval. In that event, the collection contractor shall continue to operate for the balance of the current approval period (4 years). The City Council may terminate its approval with or without cause; however, the City Council may later re-instate the continuing renewal provision upon mutual agreement with the collection contractor and the City Council.

**SECTION 11. Rates.** The City Council of the City of Cascade Locks shall have exclusive authority to determine reasonable and proper rates to be charged for the collection of garbage, refuse, recycling, and solid waste and to fix the maximum rate which may be charged therefor. The applicant granted approval to collect or haul MSW must conform to the rate schedule as outlined in the application unless approval is received from the City Council for a rate change. Rate changes may be granted from time to time, but no more often than on an annual basis by resolution of the City Council. A portion of the approved rate will be a mandatory charge paid by all customers for recycling services provided by the approved collection contractor. No relief from this portion of the rate will be granted for personal or group recycling programs.

**SECTION 12. Liability, Indemnification, Insurance.** The collection contractor shall be responsible for all services required under this ordinance and the City shall not be responsible nor liable for the service provided. The collection contractor shall indemnify and hold the City harmless from all claims, demands, causes of action or suits concerning the collection service covered by the collection contractor.

**SECTION 13. Complaints.** All complaints made by customers of the collection contractor shall be in writing and addressed to the collection contractor. Said complaint must set forth the complaint and why the complainant feels the provisions of this ordinance are being violated. If the complainant is not satisfied by the response of the collection contractor, within fifteen (15) days of the date of the making of the complaint, the customer may refer the complaint to the City Council.

The City Council will hold a hearing on the complaint and give notice to both parties ten (10) days prior to the date set for the hearing. Upon such hearing, the City Council shall determine if the collection is being performed as this ordinance requires. If the City Council determines that such service is not being performed as required, then the Council shall have the power to require compliance with its original approval and ordinance within the shortest period possible, consistent with the nature of the complaint. Failure of the collection contractor to comply with the Council directive within the stated period of time shall be grounds for revocation of the Council's approval and the Council may exercise other remedies as well as enforcement provisions of this ordinance.

**SECTION 14. Penalties.** Any person who shall be found guilty of a violation of any of the provisions of this ordinance, shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine not exceeding one thousand dollars (\$1,000.00).

**SECTION 15. Repeal of Prior Ordinances.** City of Cascade Locks Ordinance No. 247 and AMENDMENTS thereto are hereby repealed.

**SECTION 16. 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.

**ADOPTED** by the City Council this \_\_\_\_ day of \_\_\_\_\_, 1994.

**APPROVED** by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 1994.

\_\_\_\_\_  
Mayor

ATTEST:

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

**CASCADE LOCKS STAFF REPORT**

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Date Prepared: November 19, 2013

For City Council Meeting on: November 25, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator 

SUBJECT: Administration Cost Allocation – New Model

**SYNOPSIS:** At our last Council meeting we discussed seven different ways to allocate administrative costs over the operating departments. (Copy attached.) These models were based on distributing all administrative costs through one weighted model.

The current distribution is based on the percentage used historically.

Department	Historical	%
Administration	\$ 121,208	23.7%
Planning	\$ 65,593	12.8%
Streets	\$ 13,897	2.7%
Water	\$ 57,898	11.3%
Sewer	\$ 53,543	10.4%
EMS	\$ 14,496	2.8%
City Light	\$ 194,374	37.9%
Total	\$ 512,384	

How the percentages were arrived at is unknown. They may have been valid at one time.

One of the models totaled the costs of personnel services and materials/services and allocated the total administrative costs based on the proportionate percentage.

Department	PS/MS	%
Administration	\$ 71,260	13.9%
Planning	\$ 10,462	2.0%
Streets	\$ 10,738	2.1%
Water	\$ 35,252	6.9%
Sewer	\$ 41,384	8.1%
EMS	\$ 37,151	7.3%
City Light	<u>\$ 306,138</u>	59.7%
Total	\$ 512,384	

These percentages were developed from the combined costs of both personnel services and materials/services and applied against the total personnel services and materials/services for the Administration Department.

The new model applies the administrative personnel costs only against the personnel costs of the operating departments. Likewise it also applies the administrative material/services costs distributed across the operating departments material/services costs.

Department	PS	%	M/S	%	PS+MS	%
Administration	\$ 85,651	23.1%	\$ 9,122	6.4%	\$ 94,773	18.5%
Planning	\$ 9,541	2.6%	\$ 2,285	1.6%	\$ 11,827	2.3%
Streets	\$ 10,065	2.7%	\$ 2,261	1.6%	\$ 12,326	2.4%
Water	\$ 23,842	6.4%	\$ 10,292	7.2%	\$ 34,134	6.7%
Sewer	\$ 14,309	3.9%	\$ 16,348	11.5%	\$ 30,658	6.0%
EMS	\$ 37,260	10.1%	\$ 7,061	5.0%	\$ 44,322	8.7%
City Light	<u>\$ 189,498</u>	51.2%	<u>\$ 94,848</u>	66.7%	<u>\$284,346</u>	55.5%
Total	\$ 370,167		\$142,217		\$512,384	

By allocating (distributing) costs over the similar category does not penalize one department more than another simply because that department is either personnel or material "heavy."

Again, the numbers are not the important point here. The important point is to select the model that fairly and objectively distributes administrative costs across operating departments. The numbers will change as the administrative costs are adjusted and reflected across the different base numbers developed in the appropriate budget.

City of Cascade Locks  
Administration Cost Allocation  
Fiscal Year 2013-2014

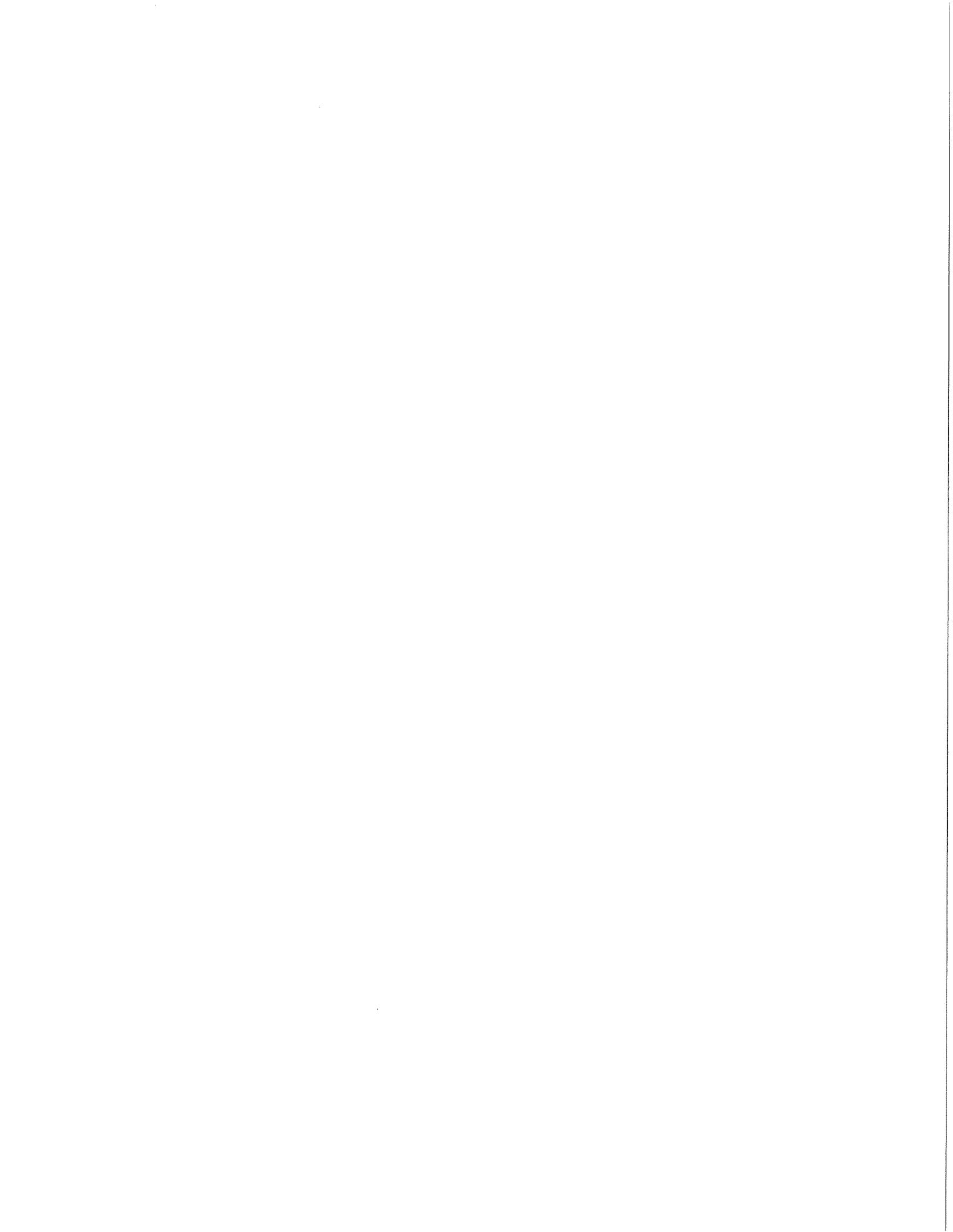
Department	Historical %	Total Revenues	Service Revenues	Personnel Services	Material/Services	PS/MS	Average	Percentage of PS/MS
Administration	\$ 121,208	23.7%	\$ 109,360	21.3%	\$ 118,558	23.1%	\$ 32,864	6.4%
Planning	65,593	12.8%	1,873	0.4%	13,207	2.6%	8,233	1.6%
Streets	13,897	2.7%	23,032	4.5%	27,216	5.3%	12,212	2.4%
Water	57,898	11.3%	37,465	7.3%	33,002	6.4%	37,079	7.2%
Sewer	53,543	10.4%	61,818	12.1%	19,807	3.9%	58,900	11.5%
EMS	14,496	2.8%	14,451	2.8%	51,576	10.1%	25,441	5.0%
City Light	194,374	37.9%	275,053	53.7%	262,302	51.2%	341,723	66.7%
	\$ 512,384		\$ 512,384		\$ 512,384		\$ 512,384	

Distribution Methods      Admin PS/MS      Revenues      Service Revenues      PS      MS      PS/MS      Average

Administration	\$ 121,208	\$ 583,791	\$ 583,791	\$ 333,064	\$ 113,727	\$ 446,791	\$ 363,729
Planning	65,593	20,000	10,000	37,103	28,490	65,593	37,797
Streets	5,272	151,450	66,000	39,140	28,184	67,324	59,562
Water	57,898	252,300	200,000	92,712	128,315	221,027	158,709
Sewer	53,543	386,450	330,000	55,644	203,828	259,472	214,823
EMS	14,496	355,188	77,143	144,891	88,039	232,930	152,115
City Light	194,374	3,049,744	1,468,300	736,885	1,182,556	1,919,441	1,425,217
	\$ 512,384	\$ 4,798,923	\$ 2,735,234	\$ 1,439,439	\$ 1,773,139	\$ 3,212,578	\$ 2,411,950

Administration PS      \$ 370,167      11.5%  
Administration MS      \$ 142,217      4.4%  
Total Admin (PS/MS)      \$ 512,384      15.9%  
Total City (PS/MS)      \$ 3,212,578

Department	Personnel Services	Material/Services	PS+MS			
Administration	\$ 85,651	23.1%	\$ 9,122	6.4%	\$ 94,773	18.5%
Planning	9,541	2.6%	2,285	1.6%	11,827	2.3%
Streets	10,065	2.7%	2,261	1.6%	12,326	2.4%
Water	23,842	6.4%	10,292	7.2%	34,134	6.7%
Sewer	14,309	3.9%	16,348	11.5%	30,658	6.0%
EMS	37,260	10.1%	7,061	5.0%	44,322	8.7%
City Light	189,498	51.2%	94,848	66.7%	284,346	55.5%
	\$ 370,167		\$ 142,217		\$ 512,384	



## CASCADE LOCKS STAFF REPORT

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Date Prepared: November 20, 2013

For City Council Meeting on: November 25, 2013

TO: Honorable Mayor and City Council

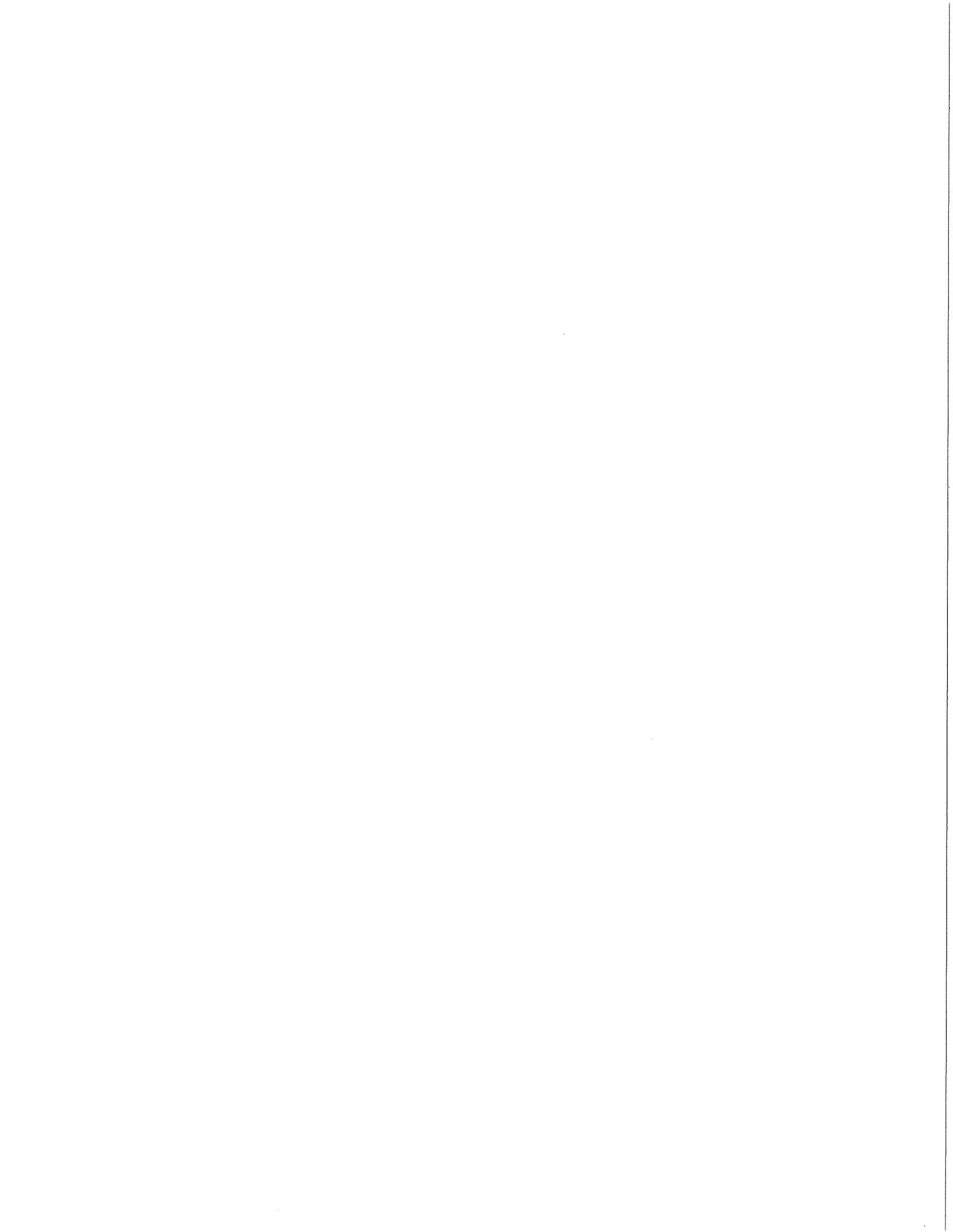
PREPARED BY: Gordon Zimmerman, City Administrator ✓

SUBJECT: Discussion of 2% EMS Funding

**SYNOPSIS:** One of the questions facing the Council concerns the funding of the Emergency Services Department in the future. The current financial information and budget are provided for your information.

Please note the following concerning the revenues:

1. The Beginning Fund Balance will be provided when the annual audit is complete.
2. 43% of the Property Taxes collected will be transferred into the fund after receipt of the taxes into the City General Fund account, usually in December.
3. FIRE/AMB SERVICE FEES are running ahead of projections. \$29,444 was collected in the first three months of the year. The accounts receivables from Springfield Fire and Life are usually reflected a month late in our financial reports. Springfield has collected just over \$39,000 for the first four months of the year which continues the near \$10,000 a month pace. The City budgeted actual collections at \$77,700. \$39,000 represents 50% of the projected budget collected in 33% of the fiscal year.
4. Multnomah County payments are made in December and June.
5. Transfers from other funds through the General Fund is right on target at \$14,139 or 33%. *This is the 2% from the utilities.*



CITY OF CASCADE LOCKS  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING OCTOBER 31, 2013

EMERGENCY SERVICES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>EMERGENCY SERVICES REVENUES</u>					
05-305-40010 BEGINNING BALANCE	.00	.00	55,000.00	55,000.00	.0
05-305-43100 PROPERTY TAXES TRNSF FRM GENER	216.46	1,124.23	77,700.00	76,575.77	1.5
05-305-43201 FIRE/AMB SERVICE FEES	12,395.20	29,444.44	77,143.00	47,698.56	38.2
05-305-43202 FIRE MED/LIFE FLIGHT CONTRACTS	546.00	588.00	1,000.00	412.00	58.8
05-305-43203 RURAL FIRE PROTECTION CONTRCTS	.00	168.00	500.00	332.00	33.6
05-305-43204 MULTNOMAH COUNTY CONTRACT	.00	.00	20,000.00	20,000.00	.0
05-305-43250 PERMIT FEES	.00	.00	75.00	75.00	.0
05-305-43600 INTEREST INCOME	8.13	61.50	75.00	13.50	82.0
05-305-43800 MISCELLANEOUS INCOME	95.11	164.90	1,500.00	1,335.10	11.0
05-305-43910 TRANSFER FR OTHER FNDS-GENERAL	2,703.51	14,139.42	42,300.00	28,160.58	33.4
TOTAL EMERGENCY SERVICES REVENUES	15,964.41	45,690.49	275,293.00	229,602.51	16.6
TOTAL FUND REVENUE	15,964.41	45,690.49	275,293.00	229,602.51	16.6

CITY OF CASCADE LOCKS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2013

EMERGENCY SERVICES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EMERGENCY SERVICES EXPENDITURE</u>					
PERSONNEL SERVICES					
05-405-61033	2,923.20	10,962.00	38,003.00	27,041.00	28.9
05-405-61034	3,230.40	12,013.00	44,000.00	31,987.00	27.3
05-405-61050	463.30	1,726.26	6,275.00	4,548.74	27.5
05-405-61060	273.16	3,112.48	7,197.00	4,084.52	43.3
05-405-61065	5.28	18.46	69.00	50.54	26.8
05-405-61070	1,247.08	4,987.98	15,187.00	10,199.02	32.8
05-405-61080	1,289.18	4,654.94	20,472.00	15,817.06	22.7
05-405-61090	86.70	323.58	1,149.00	825.42	28.2
TOTAL PERSONNEL SERVICES	9,518.30	37,798.70	132,352.00	94,553.30	28.6
MATERIALS & SERVICES					
05-405-62010	.00	254.09	500.00	245.91	50.8
05-405-62017	134.50	134.50	500.00	365.50	26.9
05-405-62020	8.00	1,228.34	3,000.00	1,771.66	40.9
05-405-62022	.00	1,828.56	.00	( 1,828.56)	.0
05-405-62028	.00	.00	250.00	250.00	.0
05-405-62029	.00	1,094.52	2,000.00	905.48	54.7
05-405-62030	.00	.00	500.00	500.00	.0
05-405-62050	229.06	848.61	3,000.00	2,151.39	28.3
05-405-62055	.00	.00	150.00	150.00	.0
05-405-62060	.00	17,198.70	13,570.00	( 3,628.70)	126.7
05-405-62063	.00	80.00	300.00	220.00	26.7
05-405-62081	.00	957.15	2,400.00	1,442.85	39.9
05-405-62082	666.00	776.87	1,281.00	504.13	60.7
05-405-62100	.00	.00	500.00	500.00	.0
05-405-62110	110.00	113.00	2,000.00	1,887.00	5.7
05-405-62111	1,444.00	2,204.00	3,800.00	1,596.00	58.0
05-405-62112	.00	.00	3,000.00	3,000.00	.0
05-405-62113	.00	1,384.00	2,500.00	1,116.00	55.4
05-405-62120	36.85	133.49	588.00	454.51	22.7
05-405-62311	.00	.00	700.00	700.00	.0
05-405-62312	.00	.00	500.00	500.00	.0
05-405-62350	299.73	1,714.33	3,000.00	1,285.67	57.1
05-405-62351	47.36	2,159.49	7,000.00	4,840.51	30.9
05-405-62420	927.92	2,761.18	5,000.00	2,238.82	55.2
05-405-62421	.00	.00	2,000.00	2,000.00	.0
05-405-62439	480.05	1,954.51	9,000.00	7,045.49	21.7
05-405-62440	.00	224.33	1,500.00	1,275.67	15.0
05-405-62441	349.42	976.58	9,000.00	8,023.42	10.9
05-405-62442	3.05	3.05	2,000.00	1,996.95	.2
05-405-62443	.00	.00	2,443.00	2,443.00	.0
05-405-62446	.00	2,014.20	2,000.00	( 14.20)	100.7
05-405-62448	.00	665.00	1,000.00	335.00	66.5
05-405-62680	.00	.00	100.00	100.00	.0
05-405-62860	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIALS & SERVICES	4,725.94	40,708.50	86,082.00	45,373.50	47.3

CITY OF CASCADE LOCKS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2013

EMERGENCY SERVICES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
CAPITAL OUTLAY					
05-405-63010	FIRE EQUIPMENT	.00	1,674.65	2,000.00	325.35 83.7
05-405-63020	BUNKER GEAR	.00	726.50	3,000.00	2,273.50 24.2
05-405-63025	RESCUE EQUIPMENT	485.00	618.58	1,000.00	381.42 61.9
05-405-63030	MEDICAL EQUIPMENT	.00	2,423.74	2,500.00	76.26 97.0
05-405-63046	SCBA TANK REPLACEMENT	.00	.00	3,200.00	3,200.00 .0
05-405-63047	VEHICLE TIRES	.00	338.00	2,500.00	2,162.00 13.5
05-405-63946	COMPUTER EQUIPMENT	.00	824.98	1,500.00	675.02 55.0
	TOTAL CAPITAL OUTLAY	485.00	6,606.45	15,700.00	9,093.55 42.1
INTER-FUND TRANSFERS					
05-405-64015	LOAN PMT TO CAP RESV FIRE TRCK	204.92	819.68	2,460.00	1,640.32 33.3
	TOTAL INTER-FUND TRANSFERS	204.92	819.68	2,460.00	1,640.32 33.3
CONTINGENCY					
05-405-65010	CONTINGENCY	.00	.00	24,203.00	24,203.00 .0
	TOTAL CONTINGENCY	.00	.00	24,203.00	24,203.00 .0
	TOTAL EMERGENCY SERVICES EXPENDITURE	14,934.16	85,933.33	260,797.00	174,863.67 33.0
ADMINISTRATION DEPARTMENT					
PERSONNEL SERVICES					
05-421-61010	CITY ADMINISTRATOR	242.32	908.70	3,151.00	2,242.30 28.8
05-421-61020	FINANCE OFFICER/RECORDER	166.84	625.67	2,169.00	1,543.33 28.9
05-421-61031	ACCOUNTING CLERK	140.88	528.28	1,831.00	1,302.72 28.9
05-421-61033	OFFICE ASSISTANT/CASHIER	52.34	193.00	567.00	374.00 34.0
05-421-61050	FICA	44.32	168.19	610.00	441.81 27.6
05-421-61060	WORKER'S COMP	1.70	6.27	34.00	27.73 18.4
05-421-61065	WORKER'S BENEFIT FUND	.33	1.39	6.00	4.61 23.2
05-421-61070	HEALTH INSURANCE	183.54	734.16	2,076.00	1,341.84 35.4
05-421-61080	PERS (PENSION)	112.06	419.04	1,743.00	1,323.96 24.0
05-421-61090	UNEMPLOYMENT	8.46	32.13	112.00	79.87 28.7
05-421-61155	CAMERA OPERATOR	.00	33.42	240.00	206.58 13.9
	TOTAL PERSONNEL SERVICES	952.79	3,650.25	12,539.00	8,888.75 29.1
MATERIALS & SERVICES					
05-421-62010	OFFICE SUPPLIES	2.00	13.70	48.00	34.30 28.5
05-421-62055	POSTAGE	13.92	41.50	142.00	100.50 29.2
05-421-62080	CONTRACT SVC - AUDIT	.00	.00	465.00	465.00 .0
05-421-62100	CONTRACT SVC - ATTORNEY	.00	29.46	207.00	177.54 14.2
05-421-62110	CONTRACT SVC - MISC	4.67	20.67	296.00	275.33 7.0
05-421-62200	CONTRACT SVC - FORENSIC AUDIT	18.20	18.20	799.00	780.80 2.3
	TOTAL MATERIALS & SERVICES	38.79	123.53	1,957.00	1,833.47 6.3
	TOTAL ADMINISTRATION DEPARTMENT	991.58	3,773.78	14,496.00	10,722.22 26.0

CITY OF CASCADE LOCKS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2013

EMERGENCY SERVICES FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
TOTAL FUND EXPENDITURES	<u>15,925.74</u>	<u>89,707.11</u>	<u>275,293.00</u>	<u>185,585.89</u>	<u>32.6</u>

10-11 ACTUAL	11-12 ACTUAL	CURRENT YEAR BUDGET	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2013-2014 BUDGET	APPROVED 2013-2014 BUDGET	ADOPTED 2013-2014 BUDGET
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EMERGENCY SERVICES FUND

REVENUES

(32,129)	(45,796)	12,000	05-305-40010	BEGINNING FUND BALANCE	55,000	55,000	55,000
76,770	77,179	76,020	05-305-43100	PROPERTY TAXES TRANSFERRED FROM GENERAL FUND	77,700	77,700	77,700
8,009	8,870	53,908	05-305-43200	FIRE SUPPRESSION FEES	9,000	-	-
170,173	75,472	80,000	05-305-43201	FIRE/AMBULANCE SERVICE FEES	128,571	77,143	77,143
1,313	1,470	1,300	05-305-43202	FIR MED/LIFE FLIGHT CONTRACTS	1,000	1,000	1,000
1,050	522	500	05-305-43203	RURAL FIRE PROTECTION CONTRACTS	500	500	500
20,000	16,667	20,000	05-305-43204	MULTNOMAH COUNTY CONTRACT	20,000	20,000	20,000
-	-	-	05-305-43205	UNCOLLECTED AMBULANCE FEES	(74,571)	-	-
25	75	100	05-305-43250	PERMIT FEES	75	75	75
645	-	-	05-305-43253	EMERGENCY SERVICE CONTRACT INCOME	-	-	-
-	-	-	05-305-43600	INTEREST INCOME	75	75	75
4,240	4,255	2,000	05-305-43800	MISCELLANEOUS INCOME	1,500	1,500	1,500
-	-	-	-	TRANSFER FROM GENERAL FUND - FIRE HALL DEBT	46,479	46,479	46,479
-	-	-	-	TRANSFER TO DEBT SERVICE - OIB LOAN	33,416	33,416	33,416
-	46,479	42,781	05-305-43910	TRANSFER FROM OTHER FUNDS - GENERAL	42,300	42,300	42,300
250,095	185,194	288,609			341,045	355,188	355,188

EXPENSES - PERSONNEL SERVICES

-	-	-	05-405-61033	STATION CAPTAIN	-	38,003	38,003
-	-	-	05-405-61034	FIRE FIGHTER/PARAMEDIC	-	44,000	44,000
53,736	0	118,189	05-405-61035	FIRE CHIEF	40,836	-	-
6,686	-	-	05-405-61036	OTHER FIRE EMPLOYEE	32,234	-	-
8,267	-	-	05-405-61040	EXTRA LABOR	-	-	-
5,454	1,317	-	05-405-61050	FICA	5,590	6,275	6,275
4,908	689	1,600	05-405-61060	WORKER'S COMP	6,637	7,197	7,197
-	-	-	05-405-61065	WORKER'S BENEFIT FUND	69	69	69
7,801	57	220	05-405-61070	HEALTH INSURANCE	15,187	15,187	15,187
11,882	3,133	-	05-405-61080	PERS (PENSION)	18,238	20,472	20,472
326	17	-	05-405-61090	UNEMPLOYMENT	1,023	1,149	1,149
12,747	7,096	9,599		ADMINISTRATIVE OVERHEAD - PERSONNEL SERVICES	12,776	12,539	12,539
111,808	12,308	129,608			132,590	144,891	144,891

EXPENSES - MATERIALS & SERVICES

-	44	50	05-405-62010	OFFICE SUPPLIES	500	500	500
-	1,164	500	05-405-62017	SHOTS/IMMUNIZATIONS/MED EVALUATIONS	500	500	500
6,758	4,168	2,500	05-405-62020	TRAVEL & TRAINING	3,000	3,000	3,000
444	-	-	05-405-62028	AWARDS	250	250	250
2,533	1,055	1,000	05-405-62029	UNIFORMS	2,000	2,000	2,000
626	150	150	05-405-62030	DUES, PUBLICATIONS, NOTICES	500	500	500
4,784	4,166	3,000	05-405-62050	TELEPHONE	3,000	3,000	3,000
-	59	150	05-405-62055	POSTAGE	150	150	150
10,908	16,134	17,000	05-405-62060	INSURANCE	13,570	13,570	13,570
120	1,230	500	05-405-62063	DRUG TESTING	300	300	300
-	-	-	05-405-62081	COMPUTER LICENSE	2,400	2,400	2,400
-	1,686	4,000	05-405-62082	CONTRACT SVC - COMPUTER	1,281	1,281	1,281
76	-	500	05-405-62100	CONTRACT SVC - ATTORNEY	500	500	500
1,783	5,204	-	05-405-62110	CONTRACT SVC - MISC	2,000	2,000	2,000
4,484	1,520	2,000	05-405-62111	CONTRACT SVC - SPRINGFIELD	3,800	3,800	3,800
3,000	-	3,000	05-405-62112	CONTRACT SVC - VOLUNTEER ASSOCIATION	3,000	3,000	3,000
1,908	2,835	2,268	05-405-62113	CONTRACT SVC - EMERGENCY REPORTING	2,500	2,500	2,500
-	20,000	15,000	05-405-62114	CONTRACT SVC - INTERIM FIRE CHIEF	-	-	-
385	356	500	05-405-62120	CONTRACT SVC - MACHINES	588	588	588
641	640	640	05-405-62311	FIRE CHIEF ASSN/CSCD SYS RESOURCE	700	700	700
591	426	430	05-405-62312	PHYSICIAN ADVISORY INSURANCE	500	500	500

10-11 ACTUAL	11-12 ACTUAL	CURRENT YEAR BUDGET	ACCOUNT NUMBERS	LINE ITEM DESCRIPTION	PROPOSED 2013-2014 BUDGET	APPROVED 2013-2014 BUDGET	ADOPTED 2013-2014 BUDGET
PAGE 15							
3,560	2,403	2,915	05-405-62350	SUPPLIES/MATERIALS - FIRE	3,000	3,000	3,000
10,403	12,008	6,000	05-405-62351	SUPPLIES/MATERIALS - AMBULANCE	7,000	7,000	7,000
941	832	-	05-405-62352	REIMBURSABLE REPLACEMENT COS	-	-	-
8,384	4,438	5,000	05-405-62420	GASOLINE/OIL	5,000	5,000	5,000
-	-	-	05-405-62421	PROPANE	2,000	2,000	2,000
9,820	9,371	9,900	05-405-62439	UTILITIES	9,000	9,000	9,000
5,711	3,055	2,000	05-405-62440	BUILDING MAINTENANCE	1,500	1,500	1,500
8,417	9,840	8,000	05-405-62441	EQUIPMENT/VEHICLE MAINTENANCE	9,000	9,000	9,000
2,646	145	700	05-405-62442	RADIO MAINTENANCE/REPLACEMENT	2,000	2,000	2,000
1,818	1,818	2,500	05-405-62443	MAINTENANCE AGREEMENT - LIFE PAK	2,443	2,443	2,443
-	-	-	05-405-62444	MAINTENANCE AGREEMENT - RADIOS	-	-	-
5,119	1,874	2,000	05-405-62446	ANNUAL HOSE/LADDER TESTING	2,000	2,000	2,000
814	735	1,000	05-405-62448	ANNUAL PUMP TESTING	1,000	1,000	1,000
902	-	-	05-405-62449	SCBA HYDRO TESTING	-	-	-
72,779	24,281	-	05-405-62680	UNCOLLECTIBLE ACCOUNTS	100	100	100
-	-	-	05-405-62860	REGULATORY/LICENSING FEES	1,000	1,000	1,000
894	3,413	2,578		ADMINISTRATIVE OVERHEAD (MATERIALS/SERVICES)	1,158	1,957	1,957
171,250	135,049	95,781			87,240	88,039	88,039
<u>EXPENSE - CAPITAL OUTLAY</u>							
-	-	-	05-405-63010	COMMUNICATIONS EQUIPMENT	2,000	2,000	-
800	-	-	05-405-63020	FIRE EQUIPMENT	3,000	3,000	2,000
1,329	-	-	05-405-63025	BUNKER GEAR	1,000	1,000	3,000
2,424	-	-	05-405-63030	RESCUE EQUIPMENT	2,500	2,500	1,000
-	-	2,430	05-405-63040	MEDICAL EQUIPMENT	-	-	2,500
-	-	-	05-405-63046	SCBA TANK REPLACEMENT	3,200	3,200	3,200
1,682	-	1,330	05-405-63047	VEHICLE TIRES	2,500	2,500	2,500
-	-	-	05-405-63946	COMPUTER EQUIPMENT	1,500	1,500	1,500
6,235	-	3,760			15,700	15,700	15,700
<u>INTERFUND TRANSFERS</u>							
-	46,479	-	05-405-64009	LOAN PMT TO CAPITAL RESERVE FIRE STATION	-	-	-
-	2,459	2,460	05-405-64015	LOAN PMT TO CAPITAL RESERVE FIRE TRUCK	2,460	2,460	2,460
-	-	57,000	05-405-64017	LOAN PMT TO CAPITAL RESERVE GENERAL FUND LOAN	-	-	-
6,598	-	-	05-405-64060	TO GRANTS Fund #7	-	-	-
6,598	48,938	59,460			2,460	2,460	2,460
<u>DEBT SERVICE</u>							
			05-405-64009	LOAN PMT TO CAPITAL RESERVE FIRE STATION	46,479	46,479	46,479
			01-401-64059	TRANSFER TO DEBT SERVICE - OIB LOAN	33,416	33,416	33,416
					79,895	79,895	79,895
<u>CONTINGENCY</u>							
-	-	-	05-405-65010	CONTINGENCY	23,160	24,203	24,203
					23,160	24,203	24,203
250,095	185,194	288,609		TOTAL EMS FUND REVENUE	341,045	355,188	355,188
295,891	196,295	288,609		TOTAL EMS FUND EXPENSE	341,045	355,188	355,188
(45,796)	(11,101)	-		TOTAL NET - EMS FUND	-	-	-

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

October 2013

1. **TOTAL CALLS FOR SERVICE: 146** (Includes follow-ups, Officer initiated, agency assist, ect.)
2. **TOTAL PRIORITY CALLS: 10**
3. **TOTAL CRIMES/CALLS AGAINST FAMILIES: 0**
4. **TOTAL CASE NUMBERS ISSUED: 10**
5. **TRAFFIC STOPS: 51**
6. **TOTAL ANIMAL CONTROL CALLS/CITATIONS: 4**

Additional Investigative Support: Deputy Carmody, Deputy Anderson, Deputy Guertin, Deputy Stefanini and Deputy Paulsen. Case numbers include: S130870, S130877, S130897, S130913, S130920, S130921, S130939, S130942, S130955 and S130958.

Deputy Harvey worked 45.11 hours within the City of Cascade Locks (80 hours of Vacation used). Hood River County Sheriff's Office Personnel worked an additional 77.55 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, Deputy Larson, Sgt. Flem, Reserve Deputy Stewart, Reserve Deputy Pivarunas, Reserve Deputy Linker, Det. N. Princehouse 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

