

CITY of CASCADE LOCKS

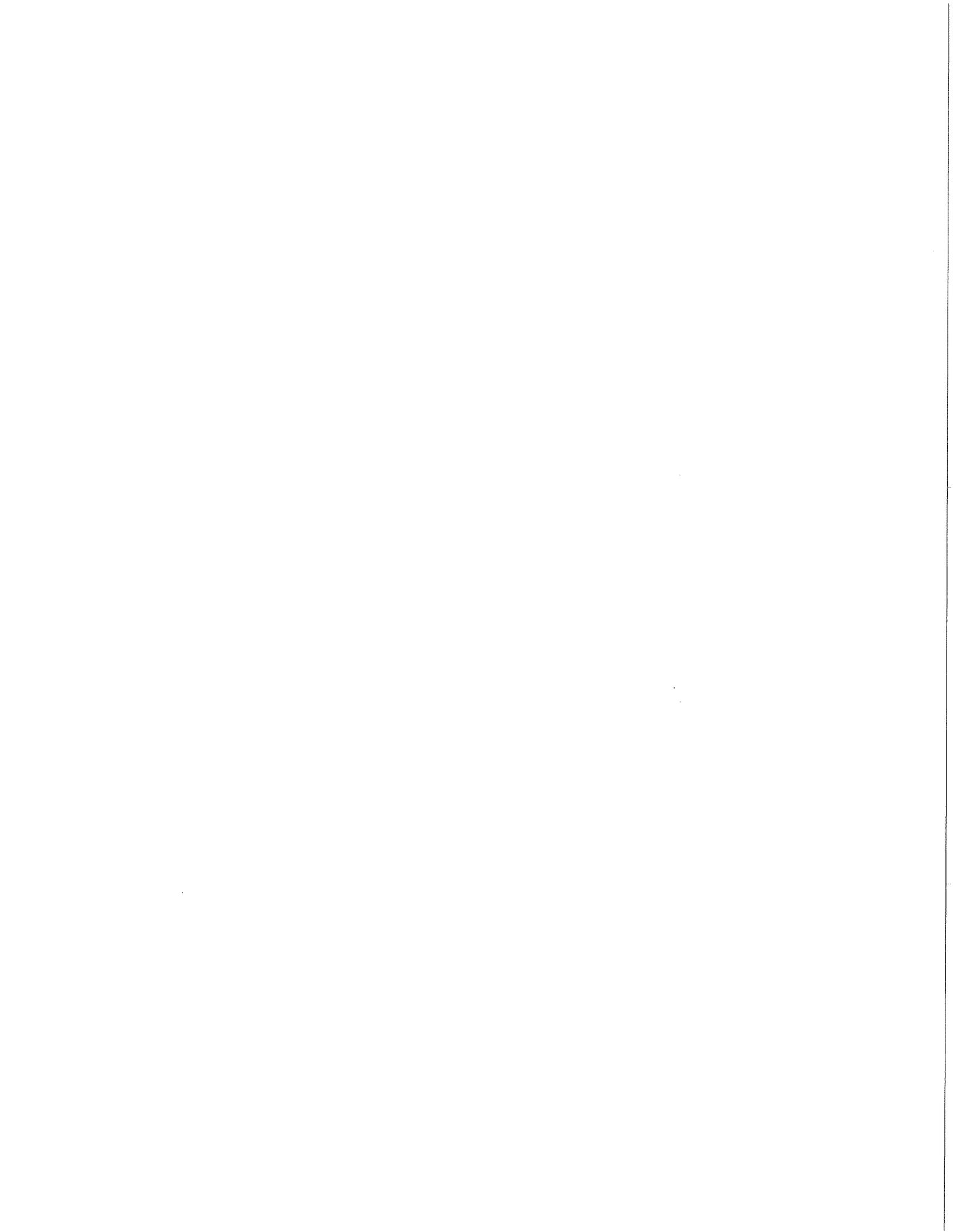
AGENDA

CITY COUNCIL MEETING, Monday, December 23, 2013, 7:00 PM, CITY HALL

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

1. **Call to Order/Pledge of Allegiance/Roll Call.**
2. **Additions or amendments to the Agenda.** (The Mayor may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged.)
3. **Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
 - a. **Approval of Minutes of December 9, 2013 Council Meeting.**
 - b. **Ratification of the Bills in the Amount of \$94,976.04.**
4. **Public Hearings.**
5. **Action Items:**
 - a. **Appointments to Committees.**
 - b. **Approve Resolution No. 1286 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. 1251.**
 - c. **Accounting Clerk Vacancy.**
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** (Comments on matters not on the agenda or previously discussed.)
7. **Reports and Presentations.**
 - a. **City Committees.**
 - b. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session per ORS 192.660 (2)(e) re: Real Property Transactions.**
11. **Adjournment.**

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



1. **Call to Order/Pledge of Allegiance/Roll Call.** Mayor Cramblett called the meeting to order at 7:00 PM. CM's Groves, Fitzpatrick (via phone), Randall, Walker, Busdieker, and Mayor Cramblett were present. CM Helfrich was excused. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, Port of Cascade Locks Marketing Manager Holly Howell, and Camera Operator Betty Rush.
2. **Additions or amendments to the Agenda.** None.
3. **Adoption of Consent Agenda.**
 - a. **Approval of Minutes of November 25, 2013 Council Meeting.**
 - b. **Ratification of the Bills in the Amount of \$ 119,884.49.**
 - c. **Approve Resolution No. 1287 Authorizing Transfer of Funds Between Categories of Various Funds, Making Appropriations and Authorizing Expenditures for the Fiscal Year 2013/2014.**
 - d. **Approve Resolution No. 1288 Authorizing the Auditor to Close Fund 45, OEDD Loan Repayment Fund and Transfer the Balance of \$755.50 to the General fund per ORS 294.353 for the Fiscal Year End 2012/2013 and Repeal Resolution No. 1284.**
 - e. **Approve Resolution No. 1289 Authorizing the Transfer of \$755.50 from the General Fund to Fund 31, Sewer Fund, Making Appropriations and Authorizing Expenditures for the Fiscal Year 2013/2014.**

Motion: CM Busdieker moved, seconded by CM Walker, to approve the Consent Agenda. CA Zimmerman explained what the OEDD loan was for. The motion was passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Busdieker, and Mayor Cramblett.

4. **Public Hearings. CDBG GRANT**

Mayor Cramblett opened the hearing at 7:06 PM. CA Zimmerman read the staff report. Hearing no public comment, Mayor Cramblett closed the hearing at 7:13 PM.

5. **Action Items:**

a. **Appointment to Committees.** CA Zimmerman explained that there are terms on committees that end on December 31, 2013 and explained that letters went out encouraging committee members to reapply. CR Woosley said applications were due today by 5:00 and stated that some current committee members have reapplied and new applications have been received also. CA Zimmerman said appointments can be made at the next meeting.

b. **Approve Resolution No. 1285 for CDBG Grant. Motion:** CM Busdieker moved, seconded by CM Randall, to approve Resolution No. 1285 confirming the public hearing and approving the application for a CDBG project to develop a wastewater master plan.

Mayor Cramblett clarified the City will be asking for the \$150,000 technical assistance grant. CM Fitzpatrick said Council should apply for this grant. The motion was passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Busdieker, and Mayor Cramblett.

c. **Approve Resolution No. 1286 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. 1251. Motion:** CM Randall moved, seconded by CM Groves, to approve Resolution No. 1286 authorizing 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. 1251.

CM Busdieker questioned **Section 2, Recycling and Recycling Education**. She said she hasn't been able to get a good answer as to what that money is being used for. She said she would also like to know if the money is being used in Hood River or Cascade Locks. CM Walker said he would like more information provided on the responses from Hood River Garbage regarding the increase in rates. He said he would like to know the increase and decrease in fuel prices for the past year. He said another reason stated for the increase in rates was due to an increase in employee insurance rates. CM Walker said many companies are facing this and have asked their employees to contribute more. He said he didn't think it was fair for the citizens in Cascade Locks to pay for Hood River Garbage employees' insurance. CM Walker said he would also like more information regarding the price index used. He said he didn't think Portland/Salem CPI is applicable to Cascade Locks. CM Busdieker pointed out that Hood River Garbage isn't passing the whole increase of 1.9% to Cascade Locks.

CM Randall stated that the City should research alternatives. CA Zimmerman pointed out Section 10 of Ordinance No. 315 explaining that Hood River Garbage has a rolling five year license. He said this was probably written this way due to being an equipment extensive business. Mayor Cramblett said there is nothing wrong with researching what else is available. He said the City had a cheaper alternative in the past and it didn't work out. He said Hood River Garbage has asked for an increase of 1.9% every year. He said the City hasn't increased its rates for seven years except a very small one for water. He said the small increases from Hood River Garbage in seven years have totaled nearly 14%.

Mayor Cramblett said Hood River Garbage has been a good partner and has done a good job.

The motion failed with CM's Groves, Fitzpatrick, Walker, Busdieker, and Mayor Cramblett opposing the motion. CM Randall voted in favor.

Motion: CM Busdieker moved, seconded by CM Walker, to table Resolution No. 1286 until the next meeting. The motion was passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Busdieker, and Mayor Cramblett.

d. Second Reading and Adoption of Ordinance No. 425 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. CA Zimmerman gave the second reading of Ordinance No. 425 by title only. CM's Groves, Fitzpatrick, Randall, Walker, Busdieker, and Mayor Cramblett voted unanimously on the motion that was made at the last meeting.

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

7. Reports and Presentations.

a. City Committees. None.

b. Holly Howell – Connect Cascade Locks. Port of Cascade Locks Marketing Manager Howell presented an annual review on the Connect Cascade Locks Plan. She reported on the successful recreation based events, successful business development, successful tourism and recreation information, publicity, marketing, and the successful recreation and tourism amenities. She gave some examples of tracking visitors and ideas for next steps. PCLMM Howell stated that the Tourism Committee is working on ambassador training for local businesses. She said we don't want to lose any momentum. Mayor Cramblett stated that the Tourism Committee has done a great job and we want to keep attracting visitors to Cascade Locks. Ms. Howell said we need to work on stretching out the season.

CM Randall stated that event cards, small in size, are easy for the toll takers at the Bridge of the Gods to hand out and suggested that as a good venue to get information out to people. Mayor Cramblett said using sandwich boards a few days ahead of events is also a good way to get information out. PCLMM Howell said the sign code would have to be reviewed.

c. **City Administrator Zimmerman Report.** CA Zimmerman stated that the job announcement for the utility line job has been published. He informed Council that IBEW does not have an apprenticeship program that they manage but could use IBEW to complete apprenticeship training. He stated that he would be attending meetings at Tri-County Hazardous Waste and OAWU this week. CA Zimmerman said all Councilors received an electronic copy of the grant to Cycle Oregon submitted by the Tourism Committee. He reported that the Cascade Locks Elementary Students will be making a \$107 donation for the Giving Tree tomorrow afternoon and thanked all who participated. CA Zimmerman said he would be meeting with Megan Smith from the RARE Program to review the program and progress of the City's RARE Participant Rebecca Sargeant.

CA Zimmerman thanked all who volunteered on the Festival of Lights celebration.

CA Zimmerman said there are still a lot of tags on the Giving Tree and encouraged all to pick up a tag.

8. **Mayor and City Council Comments.** CM Fitzpatrick said Ms. Howell gave an exciting presentation and was encouraged to see what the upcoming year might bring. CM Busdieker said she has finished her emergency response training. She said she will be working with the Lions Club and Station Captain Metheny to prepare an emergency preparedness program for the community. CM Walker thanked the volunteers who worked to put on the Festival of Lights. He said the event was well attended. He thanked the fire and ambulance volunteers and said their service was appreciated. CM Randall thanked the volunteers that worked on Festival of Lights. He said there are plans to make the event better and a possible name change for the event. CM Randall said he would be interested in finding out more information on a community policing program. He said there has been a lot of criminal mischief happening in Cascade Locks. He wished everyone a good holiday season. CM Groves thanked all volunteers for all the events. She said if not for them the events wouldn't happen. She said they are greatly appreciated. Mayor Cramblett thanked the elementary school for raising money for the Giving Tree. He said there is a food drive happening tonight and if anyone is missed the nonperishable food can be delivered to City Hall or donations could be made to the Cascade Locks Volunteer Association.

9. **Other matters.** None.

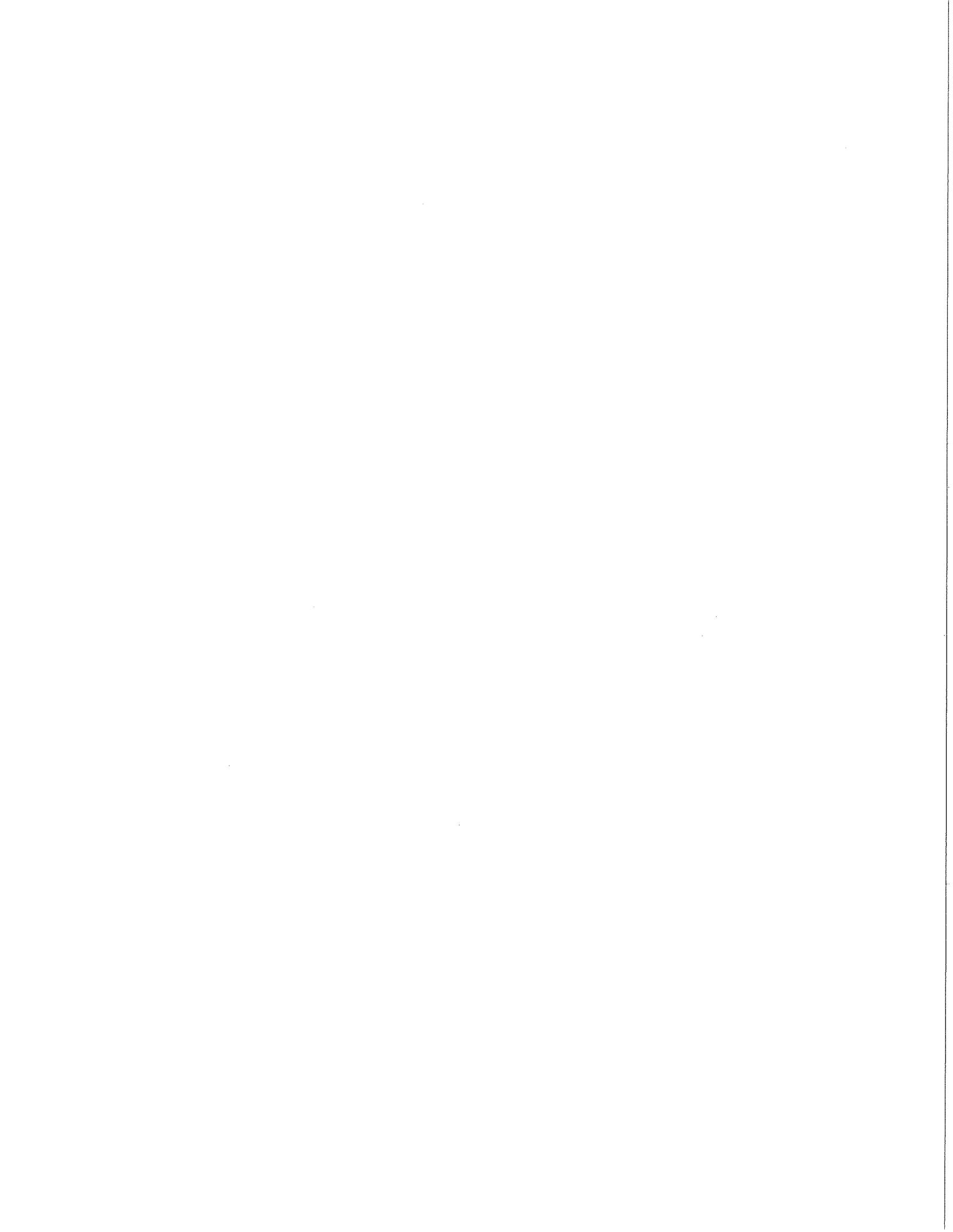
10. **Executive Session as may be required.** None.

11. **Adjournment. Motion:** CM Walker moved, seconded by CM Busdieker, to adjourn the meeting. The motion was passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Busdieker, and Mayor Cramblett. The meeting was adjourned at 8:07 PM.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

Tom Cramblett, Mayor



BLANKET VOUCHER APPROVAL

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DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

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DATE:	DESCRIPTION:	AMOUNT:
12/13/2013	Payroll	\$ 34,990.85
12/16/2013	Mid-Month AP	\$ 59,985.19

GRAND TOTAL \$ 94,976.04

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APPROVAL:

Mayor

Report Criteria:
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4185	12/13	12/16/2013	10	2012-1567	1859 - Oregon's Magazine	Ad	0840562160	1,450.00
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4186	12/13	12/16/2013	30	00188347	ADVANCED HYDRAULIC SUPPLY LLC	parts	5140562201	42.69
Total 4186:								42.69
4187	12/13	12/16/2013	190	35088	ASSOCIATE PARTNERS	Renew Cascadelocks.net	0840562110	51.00
Total 4187:								51.00
4188	12/13	12/16/2013	370	34103	BIO-MED TESTING SERVICE	Drug Testing	5140562063	40.00
Total 4188:								40.00
4189	12/13	12/16/2013	6839	81083383	Bound Tree Medical, LLC	Meds	0540562351	24.72
4189	12/13	12/16/2013	6839	81216433	Bound Tree Medical, LLC	Meds/supplies	0540562351	562.07
4189	12/13	12/16/2013	6839	81216434	Bound Tree Medical, LLC	Meds	0540562351	54.99
4189	12/13	12/16/2013	6839	81216435	Bound Tree Medical, LLC	supplies	0540562351	48.29
4189	12/13	12/16/2013	6839	81239898	Bound Tree Medical, LLC	supplies	0540562351	298.58
4189	12/13	12/16/2013	6839	81239899	Bound Tree Medical, LLC	Meds	0540562351	117.62
4189	12/13	12/16/2013	6839	81277498	Bound Tree Medical, LLC	Meds	0540562351	19.78
Total 4189:								1,127.05
4190	12/13	12/16/2013	460	5034	BROWN & KY SAR, INC	Staking Guides	5645163941	10,360.40
4190	12/13	12/16/2013	460	5047	BROWN & KY SAR, INC	Master Plan	5140562190	385.92
4190	12/13	12/16/2013	460	5047	BROWN & KY SAR, INC	Master Plan	5140562190	257.28
Total 4190:								11,003.60
4191	12/13	12/16/2013	610	604340	CASCADE COLUMBIA DISTRIBUTION	Chlorine	2140562850	370.00
Total 4191:								370.00
4192	12/13	12/16/2013	660	112513	CASCADE LOCKS CHEVRON (DBA)	Tire C/O Ambulance	0540562441	65.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 4192:								
4193	12/13	12/16/2013	670	12/13 SSS	CASCADE LOCKS LIGHT CO.	Senior Sewer Subsidy	0140862025	204.30
4193	12/13	12/16/2013	670	12/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0140462551	877.29
4193	12/13	12/16/2013	670	12/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0140762630	161.15
4193	12/13	12/16/2013	670	12/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0540562439	565.41
4193	12/13	12/16/2013	670	12/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0840562071	15.00
4193	12/13	12/16/2013	670	12/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	1740562551	21.30
4193	12/13	12/16/2013	670	12/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	2140562070	1,464.34
4193	12/13	12/16/2013	670	12/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	2142162071	204.99
4193	12/13	12/16/2013	670	12/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	3140562070	1,842.13
4193	12/13	12/16/2013	670	12/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	5140562800	21.30
4193	12/13	12/16/2013	670	12/13 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	5142162071	351.20
4193	12/13	12/16/2013	670	CL-367	CASCADE LOCKS LIGHT CO.	300178513bla	5140562138	150.00
Total 4193: 5,878.41								
4194	12/13	12/16/2013	790	313230273 1	CENTURYLINK	Fire Department Phones	0540562050	134.10
4194	12/13	12/16/2013	790	313401451 1	CENTURYLINK	Treatment Plant	3140562050	115.42
4194	12/13	12/16/2013	790	313470082 1	CENTURYLINK	City Hall Phones	0140162050	134.83
4194	12/13	12/16/2013	790	313470082 1	CENTURYLINK	City Hall Phones	2142162050	179.58
4194	12/13	12/16/2013	790	313470082 1	CENTURYLINK	City Hall Phones	3142162050	99.14
4194	12/13	12/16/2013	790	313470082 1	CENTURYLINK	City Hall Phones	5142162050	152.96
4194	12/13	12/16/2013	790	313785538 1	CENTURYLINK	Sewer	2140562050	235.23
4194	12/13	12/16/2013	790	313891134 1	CENTURYLINK	Emergency After Hours	5140562050	40.18
4194	12/13	12/16/2013	790	313891134 1	CENTURYLINK	Emergency After Hours	5140662050	26.51
4194	12/13	12/16/2013	790	314228414 1	CENTURYLINK	Lift Station	3140562050	36.65
Total 4194: 1,154.60								
4195	12/13	12/16/2013	800	320153997 1	CENTURYLINK COMMUNICATIONS, IN	Business Anytime	2140562050	34.76
Total 4195: 34.76								
4196	12/13	12/16/2013	1110	2013-08	COLUMBIA GORGE TRAINING ASSOC	Elks	0540562020	40.00
Total 4196: 40.00								
4197	12/13	12/16/2013	1120	A45570	COLUMBIA HARDWARE, LLC	Misc supplies	0140462620	53.09

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4197	12/13	12/16/2013	1120	A46699	COLUMBIA HARDWARE, LLC	Cable Clamps	4140562560	1.99
4197	12/13	12/16/2013	1120	A45704	COLUMBIA HARDWARE, LLC	Staples	4140562560	3.49
4197	12/13	12/16/2013	1120	A46178	COLUMBIA HARDWARE, LLC	Flood Lights	5140562800	18.30
4197	12/13	12/16/2013	1120	A46242	COLUMBIA HARDWARE, LLC	Rope, propane, brush	0140462520	33.13
4197	12/13	12/16/2013	1120	A46242	COLUMBIA HARDWARE, LLC	Rope, propane, brush	2140562560	33.13
4197	12/13	12/16/2013	1120	A46616	COLUMBIA HARDWARE, LLC	Wire	5140562810	28.68
4197	12/13	12/16/2013	1120	A47181	COLUMBIA HARDWARE, LLC	Misc supplies	0540562441	61.60
4197	12/13	12/16/2013	1120	B56580	COLUMBIA HARDWARE, LLC	Screws, Bit, Furring Strip	0140462520	24.94
4197	12/13	12/16/2013	1120	B56618	COLUMBIA HARDWARE, LLC	Bushing	0140462520	1.89
4197	12/13	12/16/2013	1120	B56618	COLUMBIA HARDWARE, LLC	Blade, paint	2140562560	19.98
4197	12/13	12/16/2013	1120	B57735	COLUMBIA HARDWARE, LLC	D-CON pellets	0140462520	13.98
4197	12/13	12/16/2013	1120	B57736	COLUMBIA HARDWARE, LLC	Battery	5140562770	8.50
Total 4197:								302.70
4198	12/13	12/16/2013	1230	114588077	COMSEARCH	Frequency Protection Services	4140562110	400.00
Total 4198:								400.00
4199	12/13	12/16/2013	1360	129787	DAVID R. CUNNINGHAM	City Network	0140162082	133.20
4199	12/13	12/16/2013	1360	129787	DAVID R. CUNNINGHAM	City Network	0340562062	42.18
4199	12/13	12/16/2013	1360	129787	DAVID R. CUNNINGHAM	City Network	0540562082	37.74
4199	12/13	12/16/2013	1360	129787	DAVID R. CUNNINGHAM	City Network	2140562082	228.66
4199	12/13	12/16/2013	1360	129787	DAVID R. CUNNINGHAM	City Network	3140562082	204.24
4199	12/13	12/16/2013	1360	129787	DAVID R. CUNNINGHAM	City Network	5140562082	390.72
4199	12/13	12/16/2013	1360	129787	DAVID R. CUNNINGHAM	City Network	5140662082	73.26
4199	12/13	12/16/2013	1360	129788	DAVID R. CUNNINGHAM	Fire Department	0540562081	240.00
4199	12/13	12/16/2013	1360	129788	DAVID R. CUNNINGHAM	Fire Department	0540562082	180.00
Total 4199:								1,530.00
4200	12/13	12/16/2013	1450	ARK40492	DEPT OF ADMINISTRATIVE SERVICE	Rope	5140562770	25.00
4200	12/13	12/16/2013	1450	ARK40492	DEPT OF ADMINISTRATIVE SERVICE	Rope	5140662770	25.00
Total 4200:								50.00
4201	12/13	12/16/2013	1670	2013-2657	EMERGENCY REPORTING	Quarterly Invoice	0540562113	567.00
Total 4201:								567.00

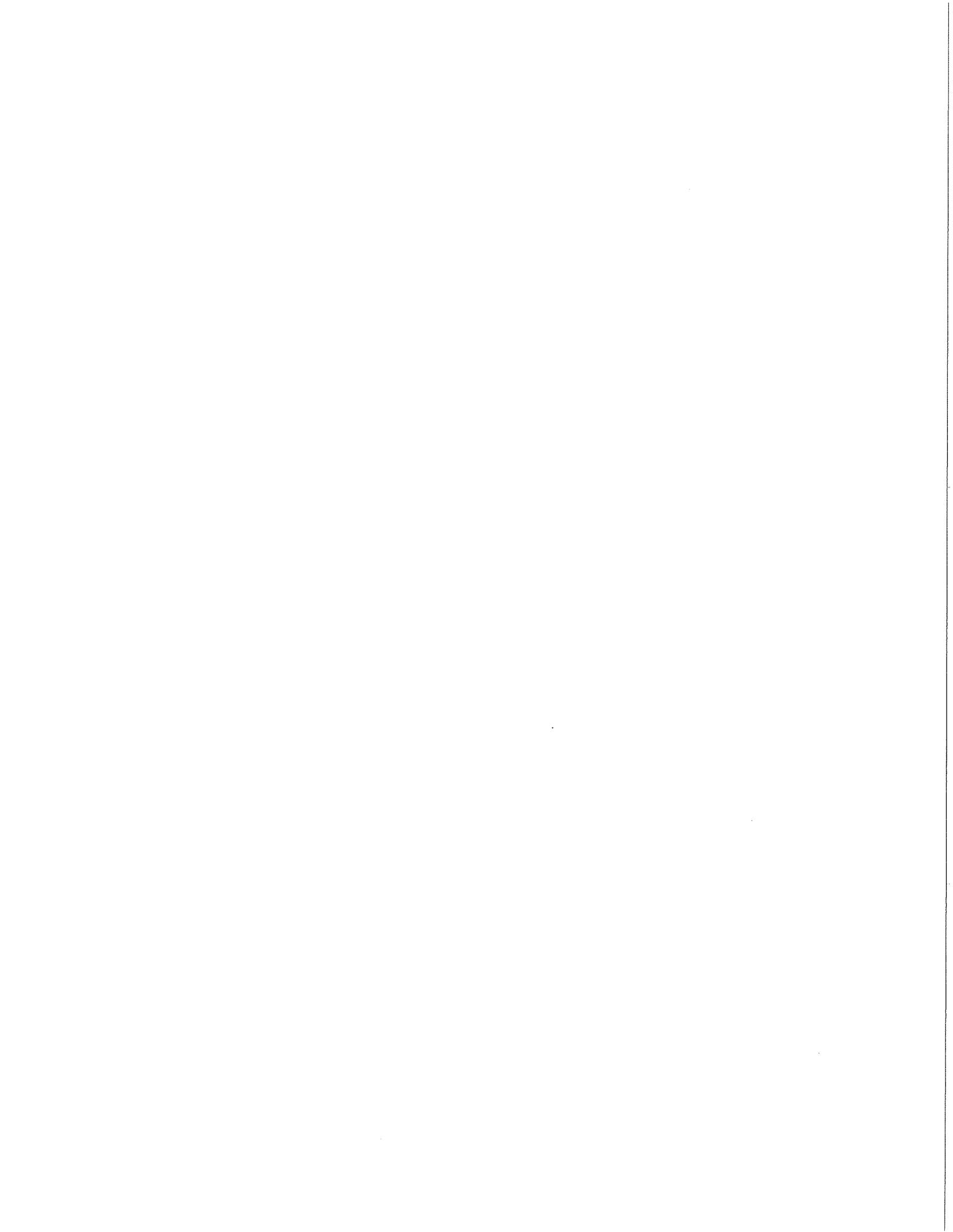
Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4202	12/13	12/16/2013	2020	1214641	GENERAL PACIFIC INC.	Bulbs, Light Fixtures	5140562900	835.70
Total 4202:								835.70
4203	12/13	12/16/2013	2080	1.5213102	GLOBALSTAR	Sat Phone	0540562050	18.12
Total 4203:								18.12
4204	12/13	12/16/2013	2180	9285174091	GRAINGER	Safety Light	0540562350	77.40
4204	12/13	12/16/2013	2180	9309969468	GRAINGER	Supplies	0540562440	150.73
Total 4204:								228.13
4205	12/13	12/16/2013	6872	188366	Gresham Dodge	Coolant Pump	0540562441	127.20
Total 4205:								127.20
4206	12/13	12/16/2013	2570	0011131020	HOOD RIVER NEWS	Public Hearing CDBG	3140562030	144.00
4206	12/13	12/16/2013	2570	090413	HOOD RIVER NEWS	PCT Days Ad	0840562160	135.00
4206	12/13	12/16/2013	2570	090713	HOOD RIVER NEWS	HCRH Ad	0840562160	332.56
4206	12/13	12/16/2013	2570	102313	HOOD RIVER NEWS	Ad	0840562160	105.00
Total 4206:								716.56
4207	12/13	12/16/2013	2730	2964	INFINITE GRAPHIC	Medic 92 Decals	0540563155	1,700.00
Total 4207:								1,700.00
4208	12/13	12/16/2013	2900	101313	KAYLA CARRON	Reimburse for Mileage	0840562020	66.15
Total 4208:								66.15
4209	12/13	12/16/2013	3070	1500150363	LES SCHWAB TIRE CENTER	Tires	5140562201	529.39
4209	12/13	12/16/2013	3070	1500150363	LES SCHWAB TIRE CENTER	Tires	5140562201	352.93
Total 4209:								882.32
4210	12/13	12/16/2013	3120	121313	LORANG FINE ART & GORGEOUS GIF	Service Award Sculpture	0140862020	300.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 4210:								
4211	12/13	12/16/2013	3380	KPDX 11/13	Meredith Corporation	195 Subs	4140562740	58.50
4211	12/13	12/16/2013	3380	KPTV 11/13	Meredith Corporation	195 Subs	4140562740	146.25
Total 4211:								
204.75								
4212	12/13	12/16/2013	3490	1546	MID-COLUMBIA ECONOMIC	Regulator Street Project	0340562110	750.00
4212	12/13	12/16/2013	3490	96-01-01 12/	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562711	1,243.80
4212	12/13	12/16/2013	3490	96-01-01 12/	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562712	274.88
4212	12/13	12/16/2013	3490	96-01-02 12/	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562711	1,005.91
4212	12/13	12/16/2013	3490	96-01-02 12/	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562712	259.65
Total 4212:								
3,534.24								
4213	12/13	12/16/2013	3770	22-201311	NET ASSETS	Title Search	0130143292	11.00
Total 4213:								
11.00								
4214	12/13	12/16/2013	3820	12544106	Norco, INC	oxygen	0540562351	9.30
Total 4214:								
9.30								
4215	12/13	12/16/2013	4070	3110326	ONE CALL CONCEPTS, INC.	locate services	5140562110	6.30
Total 4215:								
6.30								
4216	12/13	12/16/2013	4090	57908	OPERATIONS MANAGEMENT INTERN	December Services	3140562700	7,250.00
Total 4216:								
7,250.00								
4217	12/13	12/16/2013	6789	11-19-830	PARC Resources, LLC	Thunder Island Pre-App	0140262090	198.00
Total 4217:								
198.00								
4218	12/13	12/16/2013	4610	414016587	PHYSIO-CONTROL, INC.	Heart Monitor Contract	0540562443	2,235.00
Total 4218:								
2,235.00								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4219	12/13	12/16/2013	4650	B210700	PLATT ELECTRIC SUPPLY	socket for heater in basement	5140562810	12.86
4219	12/13	12/16/2013	4650	B210752	PLATT ELECTRIC SUPPLY	Pieces for basement heater service	5140562810	22.63
4219	12/13	12/16/2013	4650	B217385	PLATT ELECTRIC SUPPLY	Breakers for basement	5140562810	50.40
4219	12/13	12/16/2013	4650	B262688	PLATT ELECTRIC SUPPLY	Pieces for basement heater service	5140562810	57.48
4219	12/13	12/16/2013	4650	B272899	PLATT ELECTRIC SUPPLY	Elec tester	5140563760	109.95
Total 4219:								253.32
4220	12/13	12/16/2013	4670	7550598	PORT OF CASCADE LOCKS	Bridge Tickets - EL	5140562201	15.00
4220	12/13	12/16/2013	4670	7550598	PORT OF CASCADE LOCKS	Bridge Tickets - EL	5140562201	15.00
Total 4220:								30.00
4221	12/13	12/16/2013	6780	5028548873	Ricoh Americas Corporation	Copies	0140162110	10.04
4221	12/13	12/16/2013	6780	5028548873	Ricoh Americas Corporation	Copies	0542162110	.74
4221	12/13	12/16/2013	6780	5028548873	Ricoh Americas Corporation	Copies	2142162110	2.75
4221	12/13	12/16/2013	6780	5028548873	Ricoh Americas Corporation	Copies	3442162110	3.20
4221	12/13	12/16/2013	6780	5028548873	Ricoh Americas Corporation	Copies	5142162110	23.58
4221	12/13	12/16/2013	6780	5028548873	Ricoh Americas Corporation	Copies	5142162110	.01-
Total 4221:								40.30
4222	12/13	12/16/2013	5160	71937	SAWTOOTH TECHNOLOGIES, LLC	Internet Service	4140662050	802.00
Total 4222:								802.00
4223	12/13	12/16/2013	6829	121313	Scenic Auto Body	Paint Door	5140562201	50.00
4223	12/13	12/16/2013	6829	121313	Scenic Auto Body	Paint Door	5140662201	50.00
Total 4223:								100.00
4224	12/13	12/16/2013	5270	112713CR	SHIRELLE PRICE	Reimburse Mileage	0140162020	9.54
4224	12/13	12/16/2013	5270	112713CR	SHIRELLE PRICE	Reimburse Mileage	2142162020	2.85
4224	12/13	12/16/2013	5270	112713CR	SHIRELLE PRICE	Reimburse Mileage	3142162020	2.03
4224	12/13	12/16/2013	5270	112713CR	SHIRELLE PRICE	Reimburse Mileage	5142162020	8.18
Total 4224:								22.60
4225	12/13	12/16/2013	5300	0162644-IN	SIRENNET.COM	Lights and bracket	0540562441	619.18

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 4225:								
4226	12/13	12/16/2013	5330	SD-37884	SKAMANIA COUNTY AMBULANCE	Fall Fest Ad	0840562160	94.50
4226	12/13	12/16/2013	5330	SD-37884	SKAMANIA COUNTY AMBULANCE	Fall Fest Ad	0840562160	94.50- V
Total 4226: .00								
4227	12/13	12/16/2013	5380	SD-37392	SKAMANIA COUNTY PIONEER	Highway Event Ad	0840562160	162.00
Total 4227: 162.00								
4228	12/13	12/16/2013	6663	3254152	The Columbian	HCRH Ad	0840562160	231.00
Total 4228: 231.00								
4229	12/13	12/16/2013	5980	18-17881	Travel & Recreation Directory	Sponsor Page	0840562160	960.00
Total 4229: 960.00								
4230	12/13	12/16/2013	6070	305559	TWGW, INC NAPA AUTO PARTS	cable ties	2140562560	39.76
4230	12/13	12/16/2013	6070	868209	TWGW, INC NAPA AUTO PARTS	Misc Items	0540562441	142.78
4230	12/13	12/16/2013	6070	868826	TWGW, INC NAPA AUTO PARTS	Hydraulic Filter	5140562770	39.22
4230	12/13	12/16/2013	6070	868882	TWGW, INC NAPA AUTO PARTS	washer fluid	5140562201	16.74
4230	12/13	12/16/2013	6070	868978	TWGW, INC NAPA AUTO PARTS	tool, bar oil, cleaner	0540562441	59.96
4230	12/13	12/16/2013	6070	869258	TWGW, INC NAPA AUTO PARTS	Bar Oil	2140562560	19.98
4230	12/13	12/16/2013	6070	870077	TWGW, INC NAPA AUTO PARTS	tool replacement	5140563700	31.06
Total 4230: 319.50								
4231	12/13	12/16/2013	6730	1120131980	ZCORUM INC.	Internet	4140562730	782.50
Total 4231: 782.50								
4232	12/13	12/16/2013	6740	0161475967	ZEE MEDICAL INC	Truck Kit	2140562560	169.80
Total 4232: 169.80								
4233	12/13	12/16/2013	5380	SD-37884	SKAMANIA COUNTY PIONEER	Fall Fest Ad	0840562160	94.50

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 4233:								
12161301	12/13	12/16/2013	3650	13110328	NATIONAL CABLE TELEVISION COOP.	Programming	4140562740	4,015.91 M
Total 12161301:								
12161302	12/13	12/16/2013	440	OCT13-TRN	BPA	Transmission Bill	5140562821	7,555.00 M
12161302	12/13	12/16/2013	440	OCT13-TRN	BPA	Transmission Bill	5140562821	1,398.00 M
Total 12161302:								
								8,953.00
Grand Totals:								
								59,985.19



CASCADE LOCKS STAFF REPORT

Date Prepared: December 17, 2013

For City Council Meeting on: December 23, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Appointments to Committees

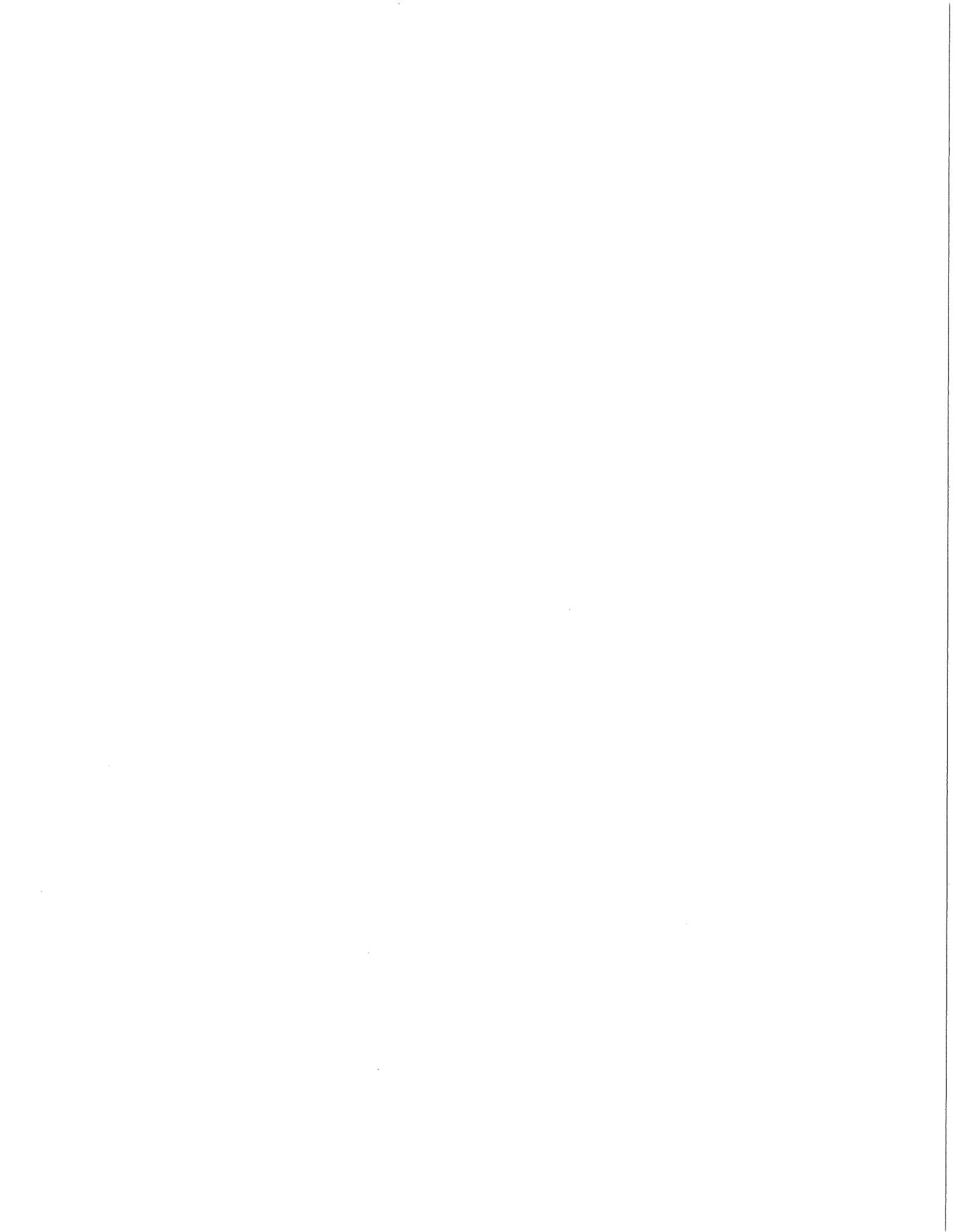
SYNOPSIS: As we approach the end of the year, we find we still have vacancies on several committees. Please find attached a list of vacancies by committee and the corresponding list of those who have renewed their applications or submitted new applications.

Please note: A letter was sent to all current members whose terms are ending at the end of the year. In the letter each was invited to submit a new application or indicate their desire to continue in their service.

Please also find attached the applications, the City's Committee Guidelines, and the current committee roster.

CITY COUNCIL OPTIONS: The Council may appoint from those who have submitted applications or wait until more applications are received.

RECOMMENDED MOTION: Council decision.



SECTION 10: COMMITTEES

10.1 Appointment, Removal, and Replacement Generally.

a. Citizens interested in serving on a City Committee shall submit an application to the Mayor for his or her consideration. The Mayor is responsible for appointing members to said committees and all appointments are subject to Council approval.

b. Committee Members may be removed by the Mayor after missing three consecutive meetings without excuse. Removal of Planning Commissioners however will be given special consideration and conducted in accordance with ORS 227.030. Notice of removal to the affected committee member shall be handled with respect and courtesy.

c. Filling Vacancies for Committees shall be conducted in accordance with procedure established by the City Administrator and approved by the Mayor.

i. The vacancy for Committees shall be posted at least two weeks before the vacancy is filled. The Mayor may make a determination regarding filling the vacancy in the event business is being delayed by the vacancy.

d. The Mayor shall make a determination regarding relatives or members of the same household on the same committee when making individual appointments.

10.2 Liaisons/Representatives to Other Agencies.

a. The Mayor may appoint City liaisons or representatives to all committees and task forces of other agencies and community organizations for which participation of an elected or appointed official from the City is determined to be necessary or beneficial to the City. The Mayor may remove the liaison or representative upon consensus of the Council.

b. The primary role of an appointee is to facilitate communication between the relevant committee and the Council and to represent the City's interests as determined by a majority of the Council.

10.3 Organization of the Committee System.

1. Committees should be identified as a Standing or Temporary Committee.

a. Standing Committees are created by ordinance with the exception of the Budget Committee, which is created by Statute. These Committees can only be dissolved by repeal of the ordinance that created them. The existing Standing Committees are Tourism and Planning. The Tourism Committee has seven members and the Planning Commission has five members.

- b. Temporary Committees are created by the Mayor. When creating a Temporary Committee the Mayor shall:
 - i. Write a statement of purpose detailing the task(s) of the Committee.
 - ii. Establish a timeline for the duration of the Committee. Generally Temporary Committees would remain in service for one year, but depending on the circumstances and at the Mayor's discretion, there may be variations in the duration of the Committee.
 - iii. Determine whether the Committee will consist of five or seven members.
- c. Temporary Committees that do not meet and report agendas and minutes to Council for three consecutive months will be dissolved.

10.4 Guidelines for Committee Operation.

1. Each Committee should operate under the same guidelines. These guidelines should be given to each Committee Member when they are appointed to the Committee. When possible a Committee training session will be offered.
2. Along with established guidelines, each Committee should have the following common traits:
 - a. An agenda for every meeting posted at least 24 hours before the meeting.
 - b. Minutes taken at every meeting. Staff will take minutes for Budget Committee and Planning Commission. A Committee Member for all other committees shall take minutes.
 - c. The Chairperson of the Committee should preside over the meeting and create the agenda for each meeting so as to be responsive to direction from the Council. The Committee will elect the Chair.
 - d. A written or oral report shall be given to the Council at the next Council meeting after the Committee meeting.
 - e. There shall be a joint workshop with the Council at least once per year.
3. Committee meetings shall be held at City Hall or another accessible public location in Cascade Locks.

10.5 Committee Goal Setting.

1. The committee should propose goals to the Council at least once per year. These proposed goals would be subject to Council approval.

Committee Vacancies as of 12/31/13

BUDGET (2)

Applications received from:

Sandra Kelley

Marie Miller

Jason Sergeant

PLANNING COMMISSION (2)

Applications received from:

Virginia Fitzpatrick

Jason Sergeant

TOURISM (3)

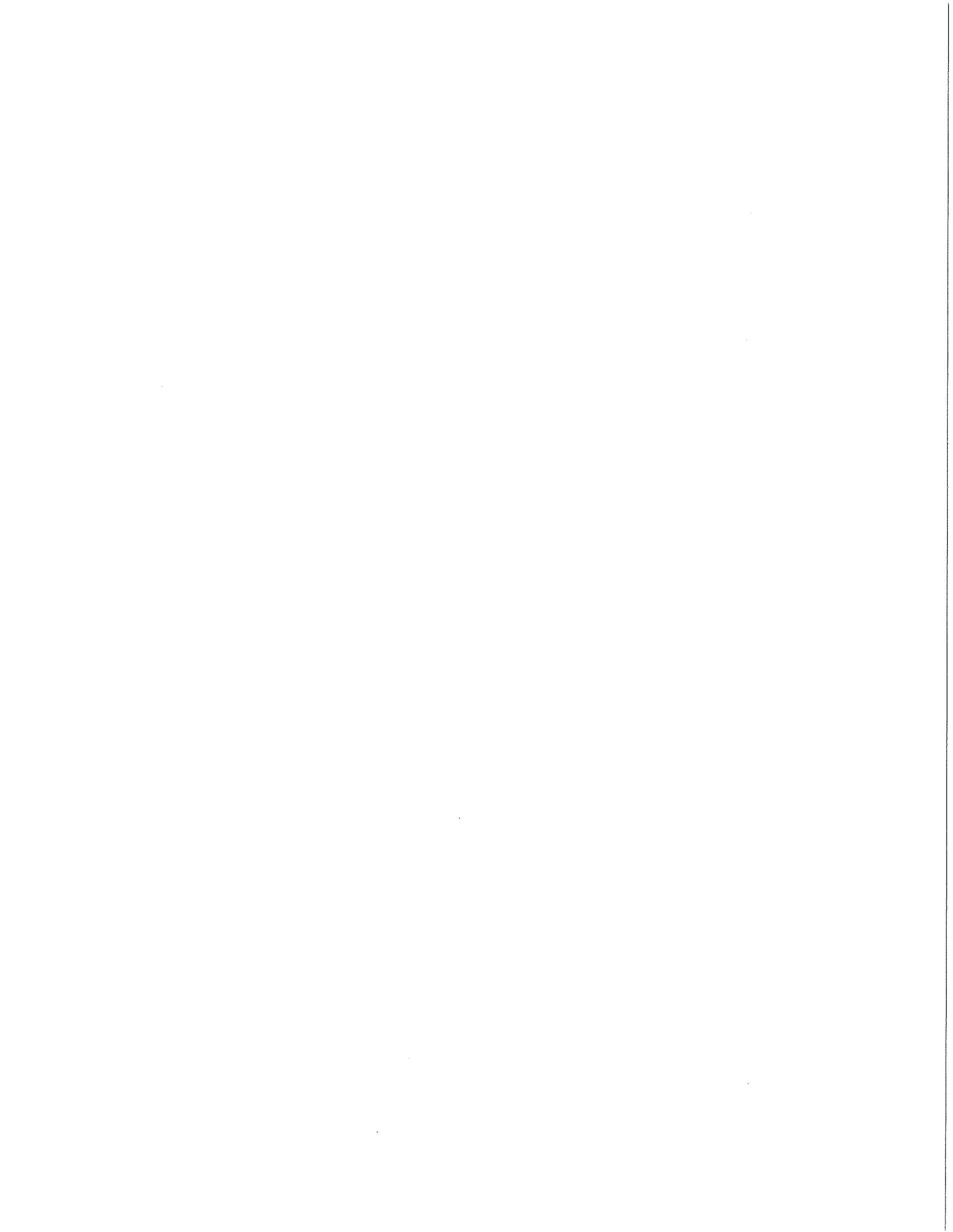
Applications received from:

Kayla Carron

Marie Miller

FINANCE COMMITTEE (2)

Need a Councilor and a citizen



BY:

copy

City of Cascade Locks, Oregon

DATE & TIME RECEIVED: _____

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)
Budget Committee Planning Commission _____ Other: _____

NAME: Sandra Kelley HOME PHONE: 541-374-8215

HOME ADDRESS: 130 Regulator St. CELL PHONE: NO

EMAIL ADDRESS: NO

Do you live within the Cascade Locks city limits? Yes No _____

How long have you lived in the City? 24 yrs.

1. Why are you interested in serving?
Concern about budget issues.

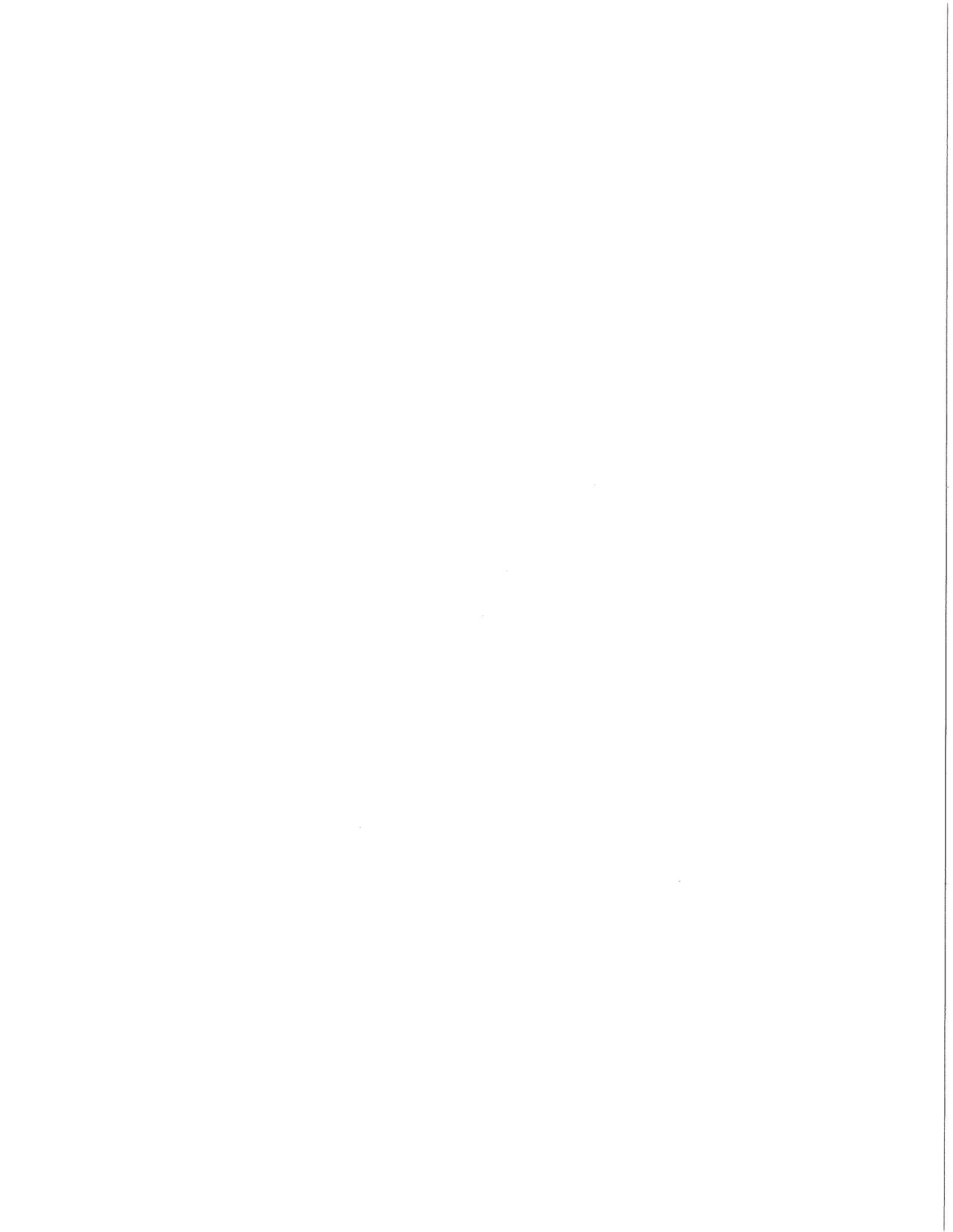
2. Do you feel that you can meet the schedule required by the City Council?
YES

3. What experiences have you had with City committees, boards or commissions?
Budget Com. City Council + other misc. committees

4. What special skills or interests do you think you bring to this effort?
- Good with numbers.
- Basic understanding of budget issues.
- Detail oriented.

APPLICANTS SIGNATURE: Sandra Kelley DATE: 12/7/13

Thank you. We appreciate your willingness to serve.



2

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DEC 09 2013
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City of Cascade Locks, Oregon

DATE & TIME RECEIVED: _____

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

Budget Committee Planning Commission _____ Other: _____

NAME: JASON SERGEANT HOME PHONE: _____:

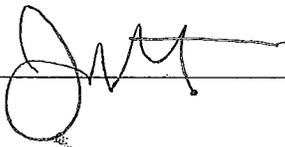
HOME ADDRESS: 75 KATANI LANE CELL PHONE: 619-885-1011

EMAIL ADDRESS: JASONSERGEANT@ME.COM

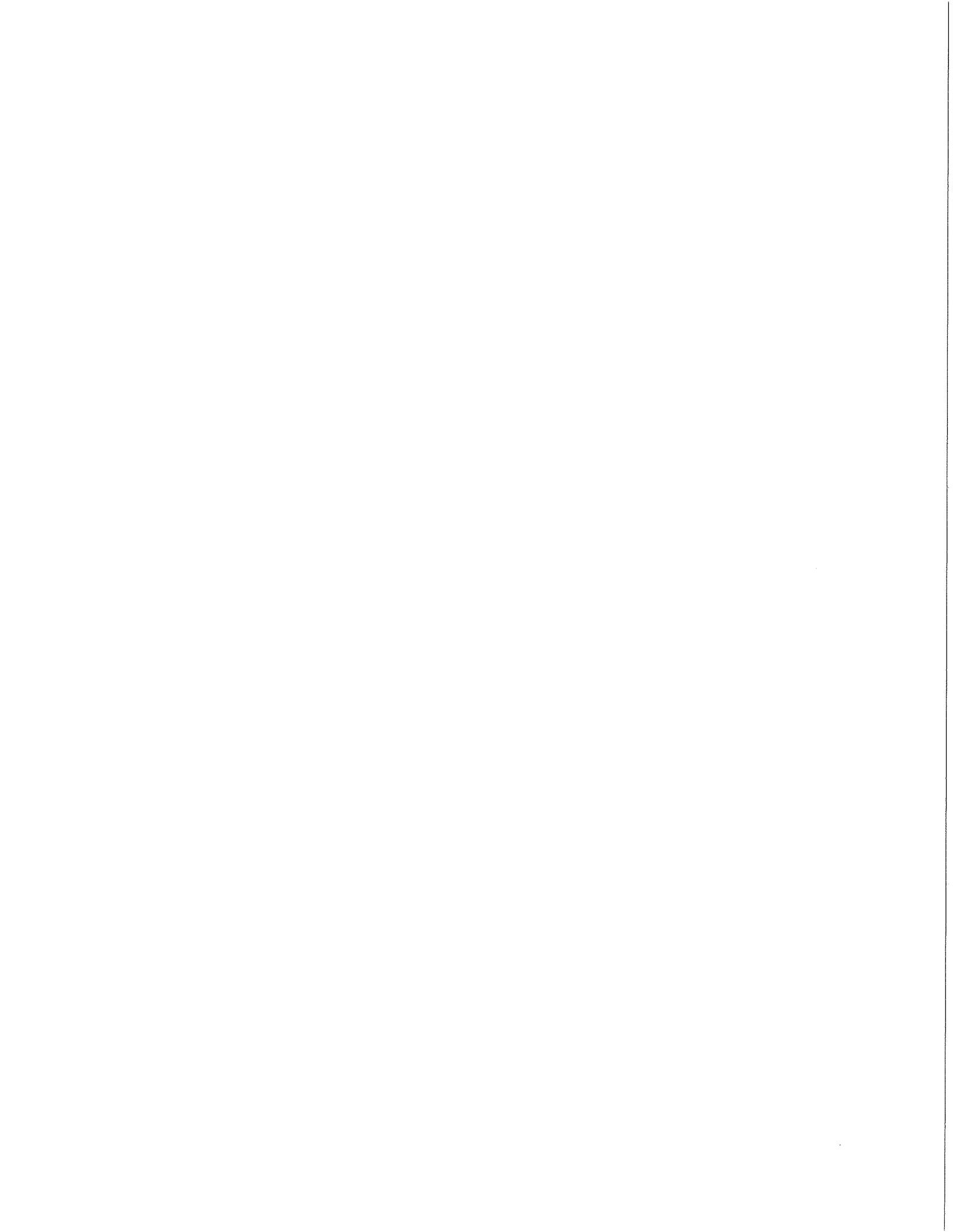
Do you live within the Cascade Locks city limits? Yes No _____

How long have you lived in the City? by 2 mos.

1. Why are you interested in serving?
APPLY MY EXPERIENCE TO HELPING THE CITY
2. Do you feel that you can meet the schedule required by the City Council?
YES, AVAILABLE EVENINGS
3. What experiences have you had with City committees, boards or commissions?
PREVIOUS PROFESSIONAL AND VOLUNTEER WORK WITH PUBLIC AGENCIES
4. What special skills or interests do you think you bring to this effort?
• WORK EXPERIENCE WITH PUBLIC AGENCIES
• UNDERSTANDING OF BASIC FUNCTIONS OF CITY GOVT. & PUBLIC AGENCIES

APPLICANTS SIGNATURE:  DATE: 12/7/13

Thank you. We appreciate your willingness to serve.



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City of Cascade Locks, Oregon

DATE & TIME RECEIVED: BY: 2:16 PM

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

Budget Committee Planning Commission Other:

NAME: Marie Miller HOME PHONE: 971-275-4398

HOME ADDRESS: PO Box 727, CLOR 97014 CELL PHONE:

EMAIL ADDRESS: ColumbiaRiverForge@hotmail.com

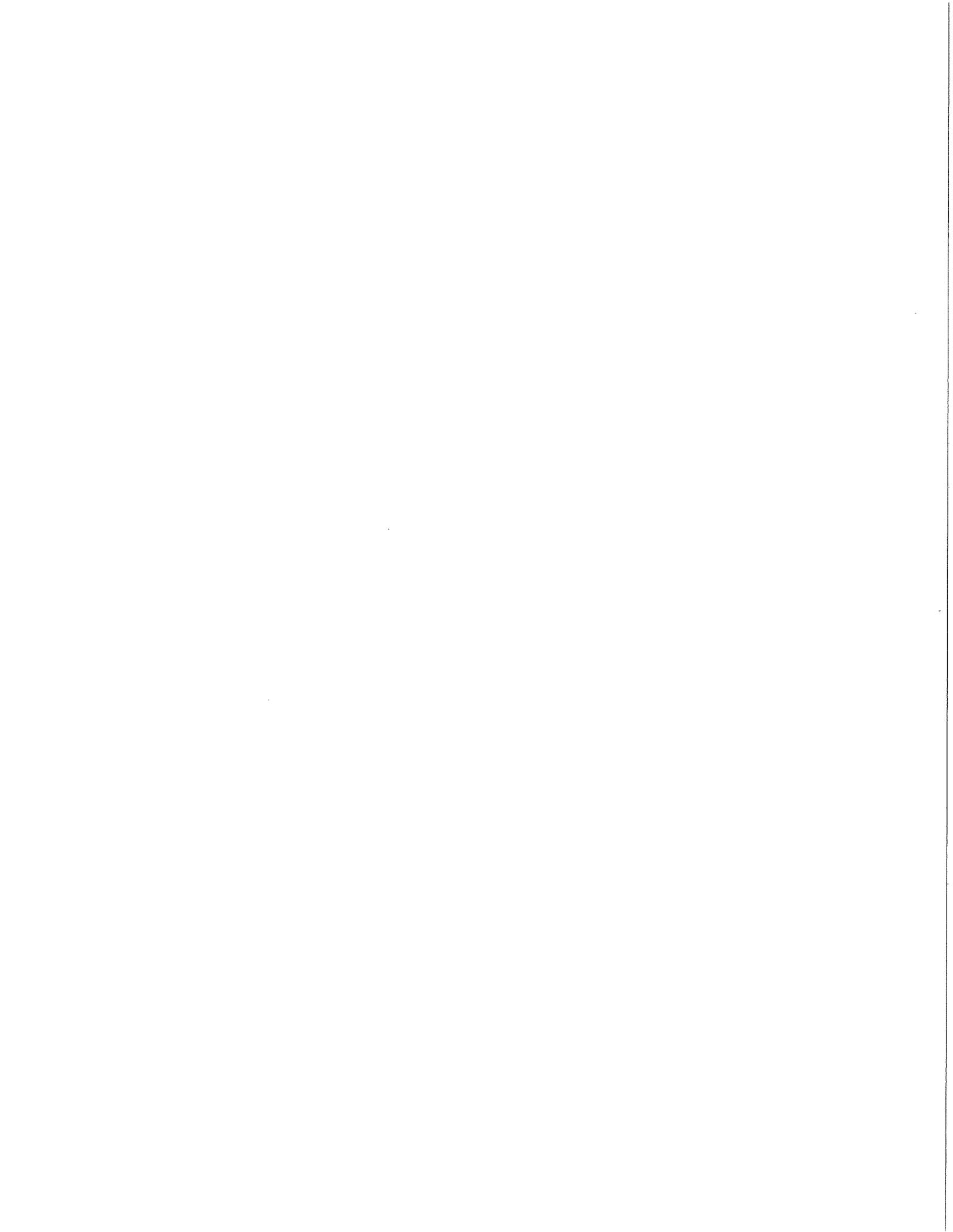
Do you live within the Cascade Locks city limits? Yes No

How long have you lived in the City? 30 years (except 11/2012-9/2013)

1. Why are you interested in serving?
I'd like to contribute my skills and qualifications with the committee after having lived in the city so many years.
2. Do you feel that you can meet the schedule required by the City Council?
Yes, I'd be available for evening meetings and other times required for the committee + Council.
3. What experiences have you had with City committees, boards or commissions?
I have not served on City committees, but have served on various Board Boards + committees with business, nonprofit + organizations.
4. What special skills or interests do you think you bring to this effort?
I work with budgets professionally. I have experience with financial statements, revenues + expenses, Strategic planning and budget reviews/evaluations.

APPLICANTS SIGNATURE: Marie Miller DATE: 11/30/2013

Thank you. We appreciate your willingness to serve .





City of Cascade Locks, Oregon

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DEC 09 2013

DATE & TIME RECEIVED: K. Brown 11:00 AM

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

Budget Committee _____ Planning Commission Other: _____

NAME: Virginia Fitzpatrick HOME PHONE: 541-374-8762

HOME ADDRESS: PO Box 674 CELL PHONE: 503 799-4677

EMAIL ADDRESS: virginiaf51@yahoo.com

Do you live within the Cascade Locks city limits? Yes No _____

How long have you lived in the City? 19 yrs

1. Why are you interested in serving? Because I am interested in my community and the future of it.

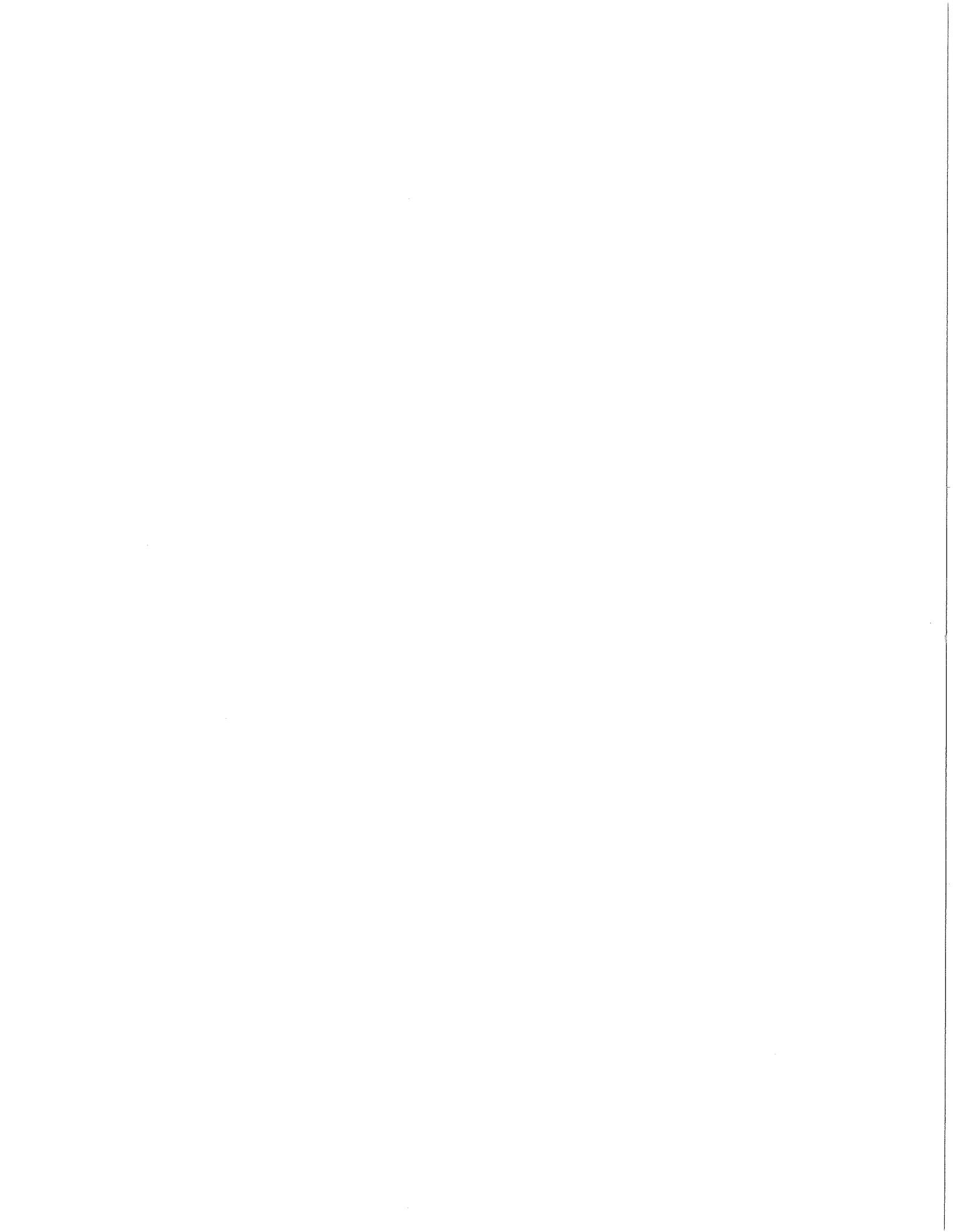
2. Do you feel that you can meet the schedule required by the City Council?
Yes

3. What experiences have you had with City committees, boards or commissions?
My planning commission position is expiring this month. That is my only experience

4. What special skills or interests do you think you bring to this effort?
I communicate well. I am willing to learn. ~~I am not~~

APPLICANTS SIGNATURE: Virginia Fitzpatrick DATE: 12/8/13

Thank you. We appreciate your willingness to serve.



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CITY

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City of Cascade Locks, Oregon

DATE & TIME RECEIVED: _____

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

Budget Committee _____ Planning Commission Other: _____

NAME: JASON SERGEANT HOME PHONE: _____:

HOME ADDRESS: 75 KATANI LN CELL PHONE: 619-885-1011

EMAIL ADDRESS: JASONSERGEANT@ME.COM

Do you live within the Cascade Locks city limits? Yes No _____

How long have you lived in the City? 1y 2mos.

1. Why are you interested in serving?

APPLY MY EXPERIENCE TO HELPING THE CITY

2. Do you feel that you can meet the schedule required by the City Council?

YES, I WORK DURING THE DAY, EVENINGS ARE FREE.

3. What experiences have you had with City committees, boards or commissions?

PREVIOUS PROFESSIONAL AND VOLUNTEER WORK WITH PUBLIC AGENCIES.

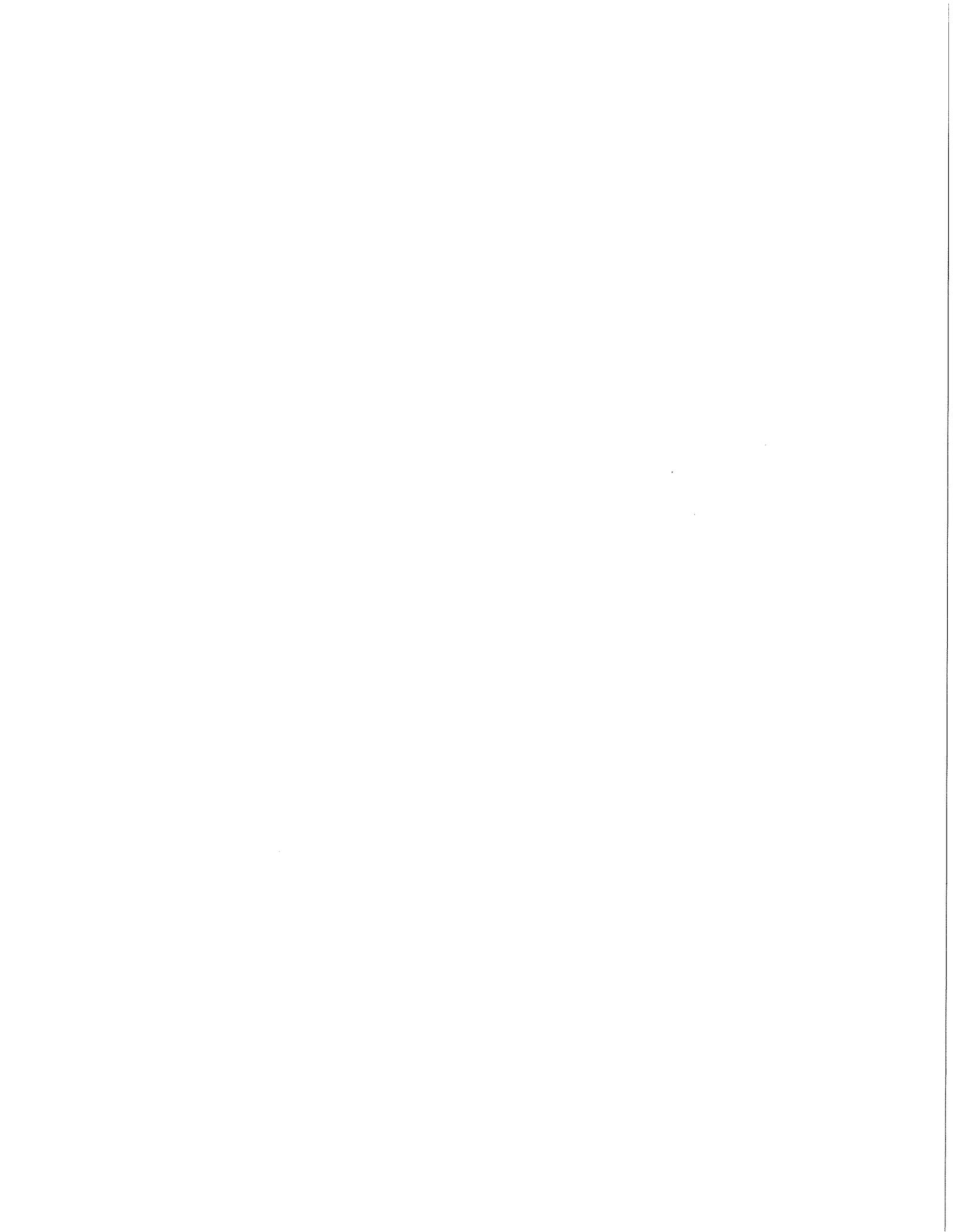
4. What special skills or interests do you think you bring to this effort?

- FORMAL EDUCATION IN ARCHITECTURE AND PLANNING
- WORK EXPERIENCE WITH PLANNING AGENCIES.
- ALWAYS LOOK FOR OPPORTUNITIES TO HELP MY COMMUNITY

APPLICANTS SIGNATURE: 

DATE: 12.7.13

Thank you. We appreciate your willingness to serve.



December 16, 2013

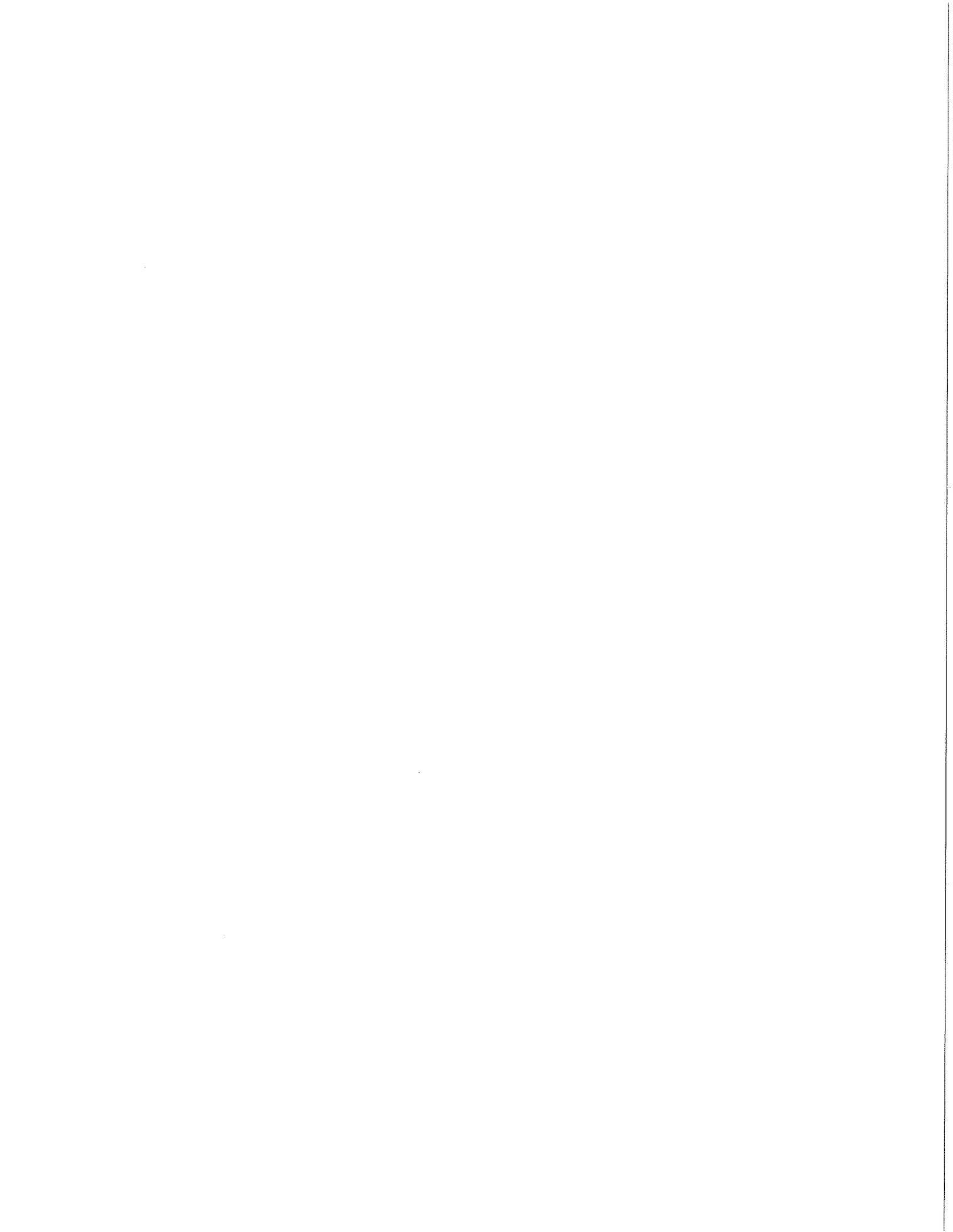
To the Mayor and Council of Cascade Locks:

I would like to be reappointed for my third term on the Tourism Committee. I bring extensive marketing, design and print experience to the Tourism Committee and have enjoyed my time serving my community. I appreciate the consideration. Thank you!!

Take Care,

A handwritten signature in cursive script that reads "Kayla Carron". The signature is written in dark ink and includes a long horizontal flourish at the end.

-Kayla Carron



City of Cascade Locks, Oregon

DATE & TIME RECEIVED: _____

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

Budget Committee _____ Planning Commission _____ Other: Tourism

NAME: Kayla Carron HOME PHONE: 541-374-2023

HOME ADDRESS: PO Box 337 CELL PHONE: 503-729-7743

EMAIL ADDRESS: kayla@theoldorange.com

Do you live within the Cascade Locks city limits? Yes No _____

How long have you lived in the City? 5 years

1. Why are you interested in serving?

To help the community grow and thrive.

2. Do you feel that you can meet the schedule required by the City Council?

Yes

3. What experiences have you had with City committees, boards or commissions?

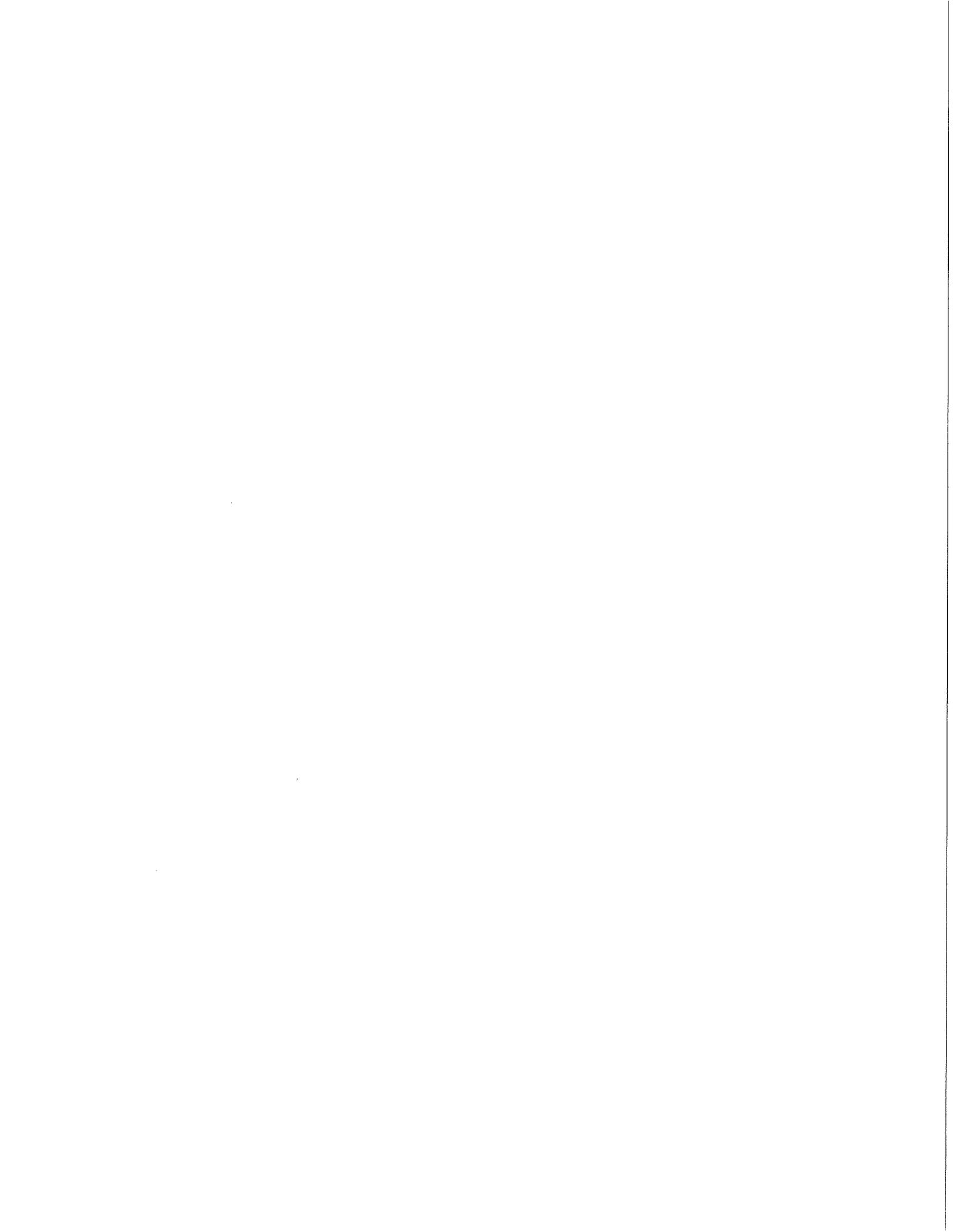
Tourism Chairman - last 4.5 years

4. What special skills or interests do you think you bring to this effort?

Extensive marketing brand design
print experience
event planning

APPLICANTS SIGNATURE: Kayla Carron DATE: 12-10-13

Thank you. We appreciate your willingness to serve.



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DEC 02 2013

City of Cascade Locks, Oregon

DATE & TIME RECEIVED: BY: 2:16 PM

Application for City Boards, Commissions, Task Forces and Committees

(Check one below)

Budget Committee _____ Planning Commission _____ Other: Tourism

NAME: Marie Miller HOME PHONE: 971-275-4398

HOME ADDRESS: PO Box 727, CLOR, 97014 CELL PHONE: _____

EMAIL ADDRESS: ColumbiaRiverGorge@hotmail.com

Do you live within the Cascade Locks city limits? Yes No _____

How long have you lived in the City? 30 years (except 11/2012 - 9/2013)

1. Why are you interested in serving?

I have past experience in Tourism and would like to contribute my knowledge and interest to this committee.

2. Do you feel that you can meet the schedule required by the City Council?

Yes, I am available for the meetings and events scheduled.

3. What experiences have you had with City committees, boards or commissions?

None with the City, but committee + board service with Friends of Vista House, Columbia River Gorge Visitors Assn., Chamber of Commerce, and others.

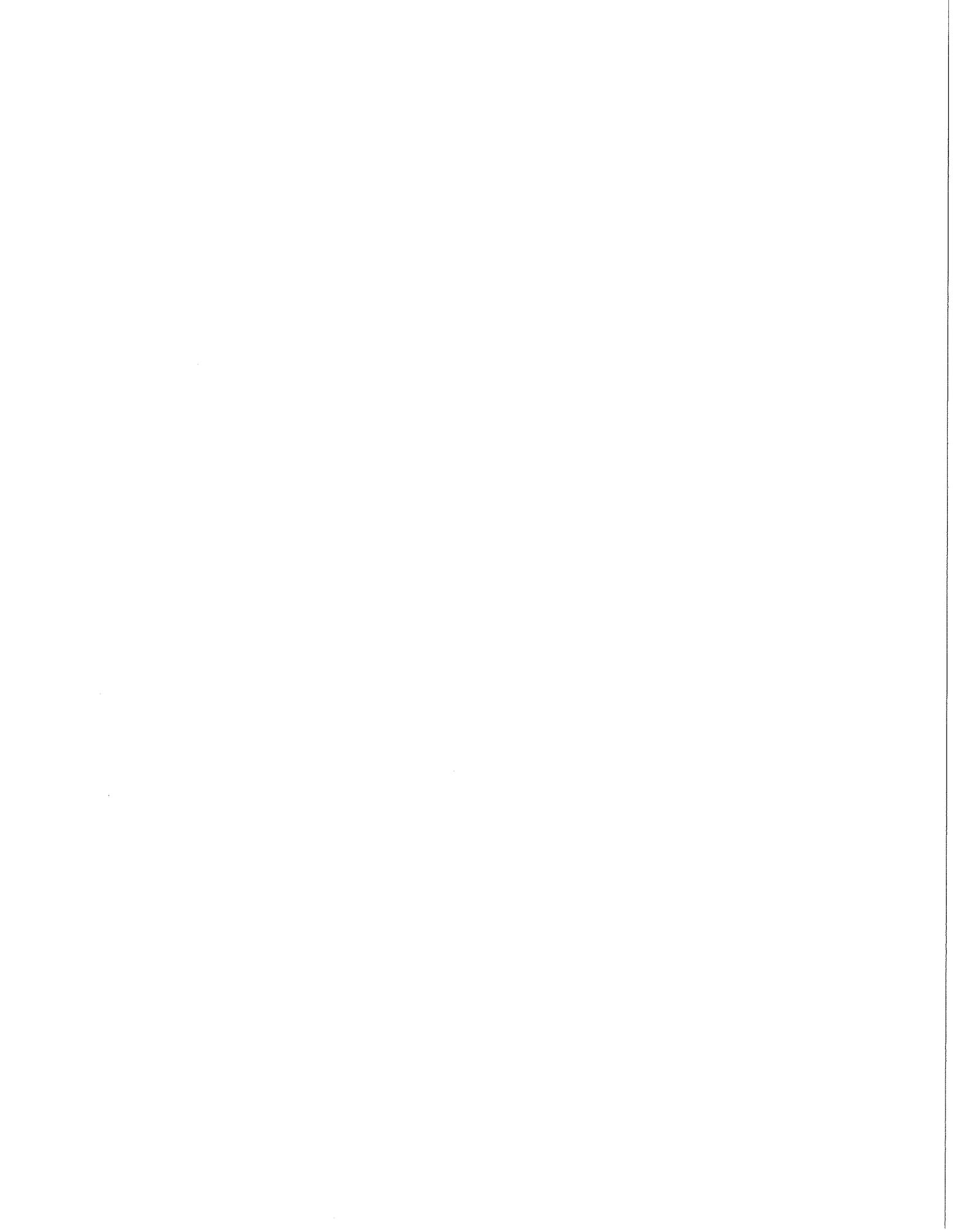
4. What special skills or interests do you think you bring to this effort?

I have worked in travel + tourism and received my Associate Degree in Hospitality + Tourism Management from MtCC. I have experience with event planning, PR, marketing, volunteer management and a special interest in bringing more tourism + business to the city.

APPLICANTS SIGNATURE: Marie Miller

DATE: 11/30/2013

Thank you. We appreciate your willingness to serve.



2013 Committees

NAME	ADDRESS	CONTACT INFO	TELEPHONE NUMBER	Terms - DO NOT MESS WITH ENDING DATES!!!!!!
Mayor				
2 Years				
Cramblett	Tom	PO Box 511	tcramblett@cascade-locks.or.us/ or bf	541-374-8336
City Council				
4 Years				
6 Members				
Busdieker	Deanna (app)	PO Box 433 Stevenson,	dbusdieker@cascade-locks.or.us	541-374-9070
Groves	Glenda	PO Box 412	ggroves@cascade-locks.or.us	541-374-8370
Fitzpatrick	Bruce	PO Box 674	bfitzpatrick@cascade-locks.or.us	541-374-8762 503-869-7274
Helfrich	Jeff (appoint)	PO Box 309	jhelfrich@cascade-locks.or.us	503-313-2477
Randall	Richard (a)	PO Box 583	trandall@cascade-locks.or.us	541-374-8458
Walker	Bobby (app)	PO Box 491	bwalker@cascade-locks.or.us	541-374-8238
BUDGET				
3 Year Terms (public)				
7 Councilors + 7 Citizens				
Pruitt	Tiffany	PO Box 461	TLpruitt@yahoo.com	541-374-2168
Sype	Karen	PO Box 364	kmsype@embarqmail.com	541-374-8550
Carr	Shirley	PO Box 38		541-374-8402
Busdieker	Deanna	PO Box 433 Stevenson,	dbusdieker@cascade-locks.or.us	541-374-9070
Brostoff	Rob	PO Box 247	robcity@clbb.net	541-716-6029
Cramblett	Tom	PO Box 511	tcramblett@cascade-locks.or.us	541-374-8336
Nielsen	Buzzy	PO Box 659		541-374-8238
Kelley	Sandra	PO Box 175		541-374-8215
Helfrich	Jeff	PO Box 309	jhelfrich@cascade-locks.or.us	503-313-2477
Randall	Richard	PO Box 583	trandall@cascade-locks.or.us	541-374-8458
Walker	Bobby	PO Box 491	bwalker@cascade-locks.or.us	541-374-8238
Sullenger	Darlene	PO Box 520	cascademotel@gmail.com	541-490-7375
Groves	Glenda	PO Box 412	ggroves@cascade-locks.or.us	541-374-8370
Fitzpatrick	Bruce	PO Box 674	bfitzpatrick@cascade-locks.or.us	541-374-8762
PLANNING COMMISSION ORD 307				
4 Year Term				
5 Members				
Mohr	Todd	PO Box 397	toddmohr@embarqmail.com	541-374-8787
Haight	Gyda	PO Box 276	dongyda@embarqmail.com	541-374-2311
Fitzpatrick	Virginia	PO Box 674	virginiaf51@yahoo.com	541-374-8762
Vacant				-12/31/14
Cramblett	Larry	PO Box 187	bettiec@gorge.net	541-374-8805

TOURISM		ORD 259	3 Year Term	7 Members	
vacant					-12/31/14
Shelley	Joseph	PO Box 31	intertail@yahoo.com	503-327-9120	06/11/12-12/31/14
Massey	Lorraine	PO Box 123	mflorraine@yahoo.com	541-380-0653	03/26/12-12/31/14
Fine	Debbie	PO Box 602	dfine47@hotmail.com	541-380-0212	02/11/13-12/31/15
Baseman	Cindilee	PO Box 389	bccqb@aol.com	541-374-8797	02/11/13-12/31/15
vacant					-12/31/15
Carron	Kayla	PO Box 337	kayla@theboldorange.com	503-729-7743/541-374-2023	12/13/10-12/31/13
JOINT WORK GROUP ON ECONOMIC DEVELOPMENT (Council Sub Committee)					
Cramblett	Tom	PO Box 511	teramblett@cascade-locks.or.us		
Helfrich	Jeff	PO Box 309	jhelfrich@cascade-locks.or.us		
Fitzpatrick	Bruce	PO Box 674	bfitzpatrick@cascade-locks.or.us		
Groves	Jess	PO Box 412	jpgroves@portofcascadelocks.org		
Cramblett	Brenda	PO Box 511	bcramblett@portofcascadelocks.org		
FINANCE COMMITTEE (Council Sub Committee) 8/12/13					
Cramblett	Tom	PO Box 511	teramblett@cascade-locks.or.us	541-374-8336	
Groves	Glenda	PO Box 412	ggroves@cascade-locks.or.us	541-374-8370	
Walker	Bobby	PO Box 491	bwalker@cascade-locks.or.us	541-374-8238	
Kelley	Sandra	PO Box 175		541-374-8215	
Sullenger	Darlene	PO Box 520	cascademotel@gmail.com	541-490-7375	
Munkhoff	Gary	PO Box 51	gmunkhoff@gmail.com	541-374-8890	
Renault	Nancy	PO Box 9		541-374-8832	
Kononen	Armi	PO Box 176	sirkel@yahoo.com	541-400-0866	
vacant					
ARCHITECTURAL REVIEW COMMITTEE 2 Year Term					
(need to appoint Planning Commissioner)					12/31/2014
Sandy Place - representative from the down town zone					5/13/2013
Tom Owen - design or building professional					12/31/2014
PLEASE SEND CORRECT MAILING ADDRESS AND EMAIL ADDRESS TO kwoosley@cascade-locks.or.us					
9/11/2013					

CASCADE LOCKS STAFF REPORT

Date Prepared: December 17, 2013

For City Council Meeting on: December 23, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Resolution No. 1286 for Solid Waste Collection

SYNOPSIS: Resolution No. 1286 was tabled at our last Council meeting to allow Waste Connections to answer some questions posed by the Council.

Please see the email with the questions and answers enclosed with this staff report.

CITY COUNCIL OPTIONS: The Council must now decide to pass Resolution No. 1286 if they are satisfied with the answers received.

RECOMMENDED MOTION:

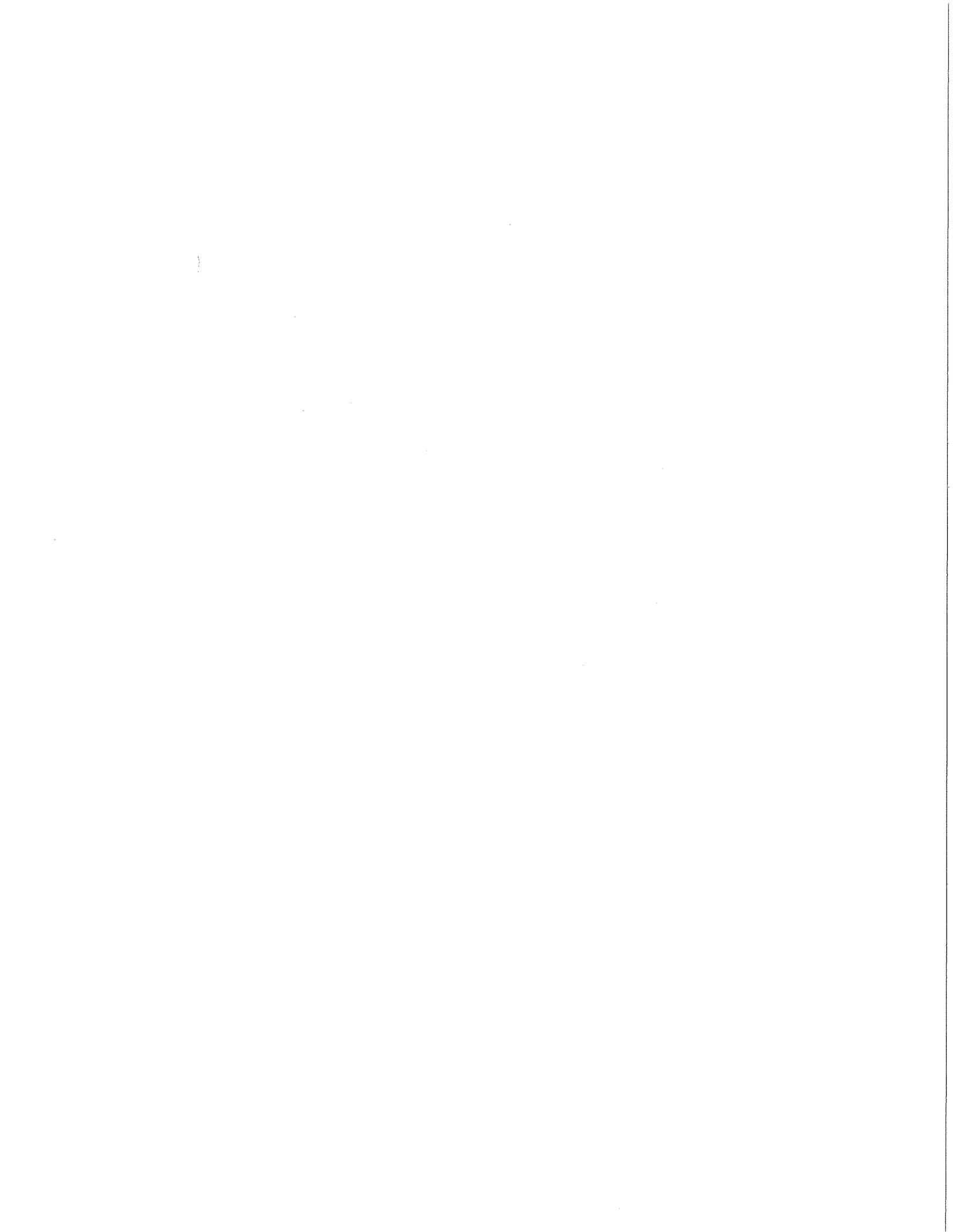
Since this Resolution was tabled at our last Council Meeting, the Council must bring the subject back up for discussion with the following motion:

"I move to take from the Table Resolution No. 1286 for consideration."

This motion requires a second, but is not debatable. If a majority vote in favor of the motion is made, then the matter is open for discussion. If a majority vote in opposition is made, then Resolution No. 1286 is no longer available for consideration and will not be discussed unless a motion to reconsider made by the majority side is passed.

Once the Resolution No. 1286 is brought from the table, then discussion may ensue. After discussion is concluded, then the following motion is recommended to be made:

"I move to approve Resolution No. 1286 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. 1251."



Gordon Zimmerman

From: Jim Winterbottom <JimW@WasteConnections.com>
Sent: Friday, December 13, 2013 5:40 PM
To: 'Gordon Zimmerman'
Cc: Erwin Swetnam
Subject: Cascade Locks Rate Increase

Gordon –

Responses to your questions.

1. Several years ago as curbside recycling was introduced it was brought to our attention this was what the local Lion's club had been doing as a fund raiser. We (HRG) agreed to pay the club \$624 per quarter, as the material had a redemption value. We continue to pay this amount as the recycle markets continue to slide, currently with a negative value. The other monies spent for outreach is what we reimburse Tri-County for postage as they send out a bi-annual news letter to residents of Hood River County. HRG also sends out "how to fliers" to all new customers.
2. We have been told the tipping fee is approved with the SWAC and Wasco County.
3. We have automatic engine shutoffs to keep our trucks from extended idle periods. Fuel prices in Q1 averaged \$3.53, Q2 saw a drop to \$3.41. going back 2011 had an increase of 30%, 2012 had an increase of 4%, our requested increase both years averaged less than 2%.
4. Our company paid premiums have increased 18.4% in the last two years, while the employee contribution has risen by 8%. We cover 100% of preventative care to encourage appropriate annual exams .
5. The use of the Portland (West Coast) CPI is the closest by zip code to reference, we have always used this. This is based on the Department of Labor statistics findings.

Let me know if you need anything else.

Jim

From: Gordon Zimmerman [<mailto:gzimmerman@cascade-locks.or.us>]
Sent: Tuesday, December 10, 2013 9:48 AM
To: Jim Winterbottom; Erwin Swetnam
Subject: Cascade Locks Rate Increase

Gentlemen:

The City Council was reluctant to pass the resolution adopting the proposed increase last night. They had a few more questions.

1. The resolution indicates that \$2500 should be spent each year on promoting recycling in Hood River County. They would like an accounting of how that money was spent, particularly how much was spent in Cascade Locks.
2. The tipping fee was not official at the meeting when you presented the proposed increase to Cascade Locks. Has that since be approved in Wasco County and what was the final increase?
3. Fuel costs have been going up and down this past year. What is the increased cost of fuel year to date? What have you done to reduce fuel costs?

4. You indicated that part of the increase covers the increased cost of health care. What have you done to limit your health care costs? Do you employees pay a share of the premium? Did that increase this year?
5. The Council is uncomfortable using the Portland consumer price index. We are the Gorge after all. Please justify the use of the Portland CPI.

If I could have your responses by next Monday, Dec. 16, I can include them in the Council packet. Thanks.

Gordon Zimmerman
Cascade Locks City Administrator
541-374-8484
gzimmerman@cascade-locks.or.us

Cascade Locks is where the Bridge of the Gods spans the Heart of the Gorge, where mountain, wind, and water create the best sailing in the Northwest, and where the "CL" on the license plate stands for Cascade Locks, the second largest city in Hood River County!

The City of Cascade Locks is an equal opportunity employer and service provider.

PUBLIC RECORDS DISCLOSURE: This is a public document. This email is subject to the State Retention Schedule and may be made available to the public.

RESOLUTION NO. 1286

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. 1251.

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, 2014 to December 31, 2014. 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. 1251 is hereby repealed.

SECTION 7. Effective Date. This resolution, upon adoption by the Mayor and City Council, shall become **effective on January 1, 2014**.

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

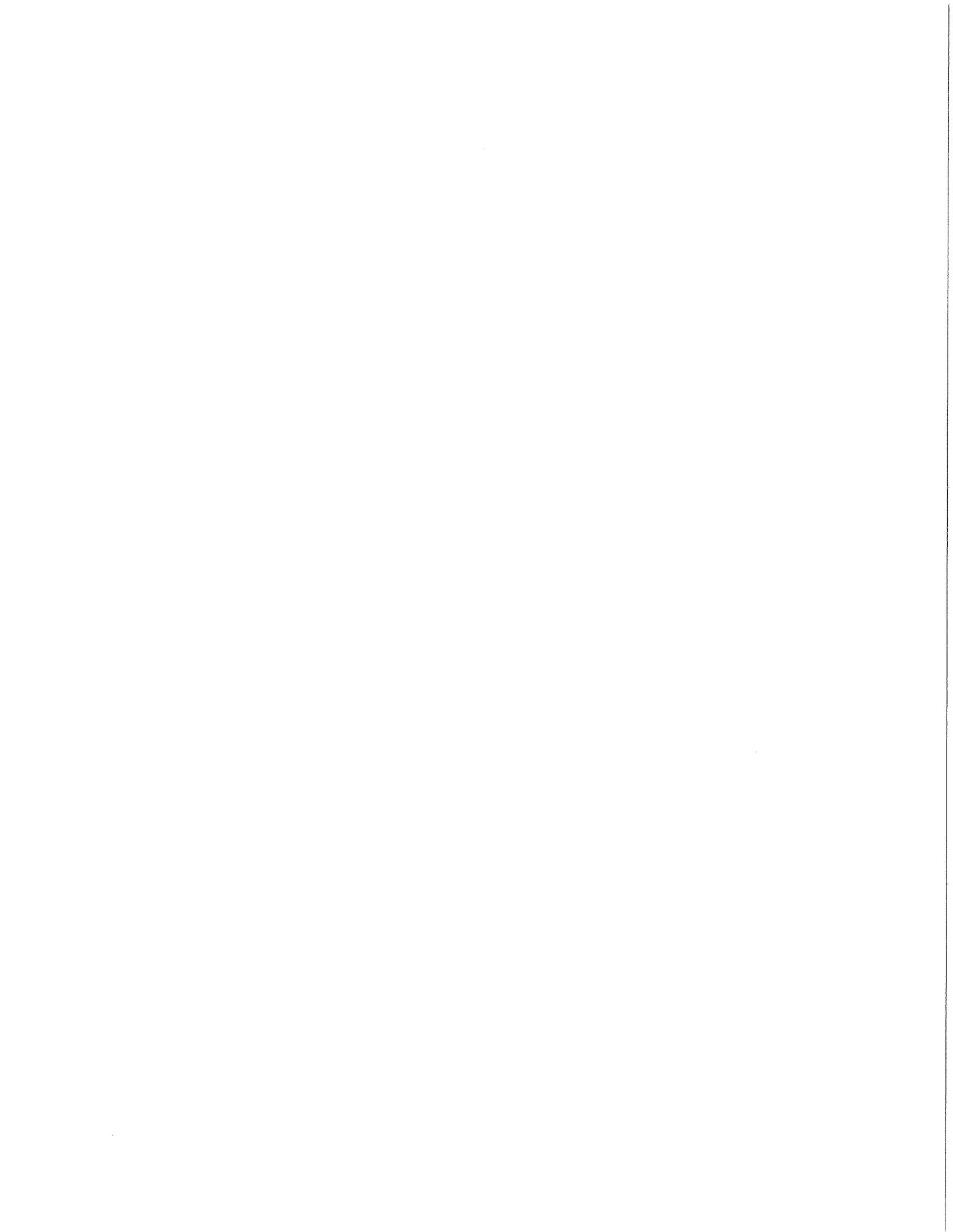
ADOPTED by the City Council this **23rd** day of **December, 2013**.

APPROVED by the Mayor this **23rd** day of **December, 2013**.

ATTEST:

City Recorder

Mayor



CASCADE LOCKS GARBAGE CITY RATES

Proposed Increase January 1, 2014

	Current Rate	Landfill Increase	Business Increase	Total Increase	Total Rate
RESIDENTIAL					
32 GALLON CAN					
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
MINI 20 GALLON CAN					
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
SPECIAL CHARGES					
- 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

Exhibit A
Res 1286
Page 1 of 4

CASCADE LOCKS GARBAGE CITY RATES

Proposed Increase January 1, 2014

	Current Rate	Landfill Increase	Business Increase	Total Increase	Total Rate
COMMERCIAL					
32 GALLON CAN					
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
SPECIAL CHARGES					
- 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
1 - 1 1/2 Yd Containers					
- 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
2 - 1 1/2 Yd Containers					
- 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
3 - 1 1/2 Yd Containers					
- 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
4 - 1 1/2 Yd Containers					
- 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
5 - 1 1/2 Yd Containers					
- 3XPW	\$1,272.10	\$3.81	\$15.75	\$19.56	\$1,291.66
1 - 2 Yd Containers					
- 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
1 - 3 Yd Containers					
- 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
SPECIAL CONTAINER CHARGES					
- 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
COMPACTORS					
- Swap	\$136.46	\$0.00	\$2.24	\$2.24	\$138.70
- CP extra yardage	\$21.17	\$0.20	\$0.08	\$0.28	\$21.45
DROP BOXES					
- 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
MISC EQUIP RENTAL PER HOUR					
- 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

STAFF REPORT

Date Prepared: November 27, 2013
for City Council Meeting on December 9, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder

APPROVED BY: Gordon Zimmerman, City Administrator 

TABLED

SUBJECT: Annual review and approval of garbage collection services and rates.

SYNOPSIS: Annually there is need to review and renew the rates and services between the City and Hood River Garbage. The services are effective from January 1, 2014 until December 31, 2014. Council action is by adoption of a resolution that establishes the new or revised rates for services.

This issue comes before City Council at this time for formal action.

CITY COUNCIL OPTIONS: The City Council has the following options.

1. Approve Resolution No. 1286.
2. Do not act on the proposed recommendation.
3. Take other action as may be desired by the City Council.

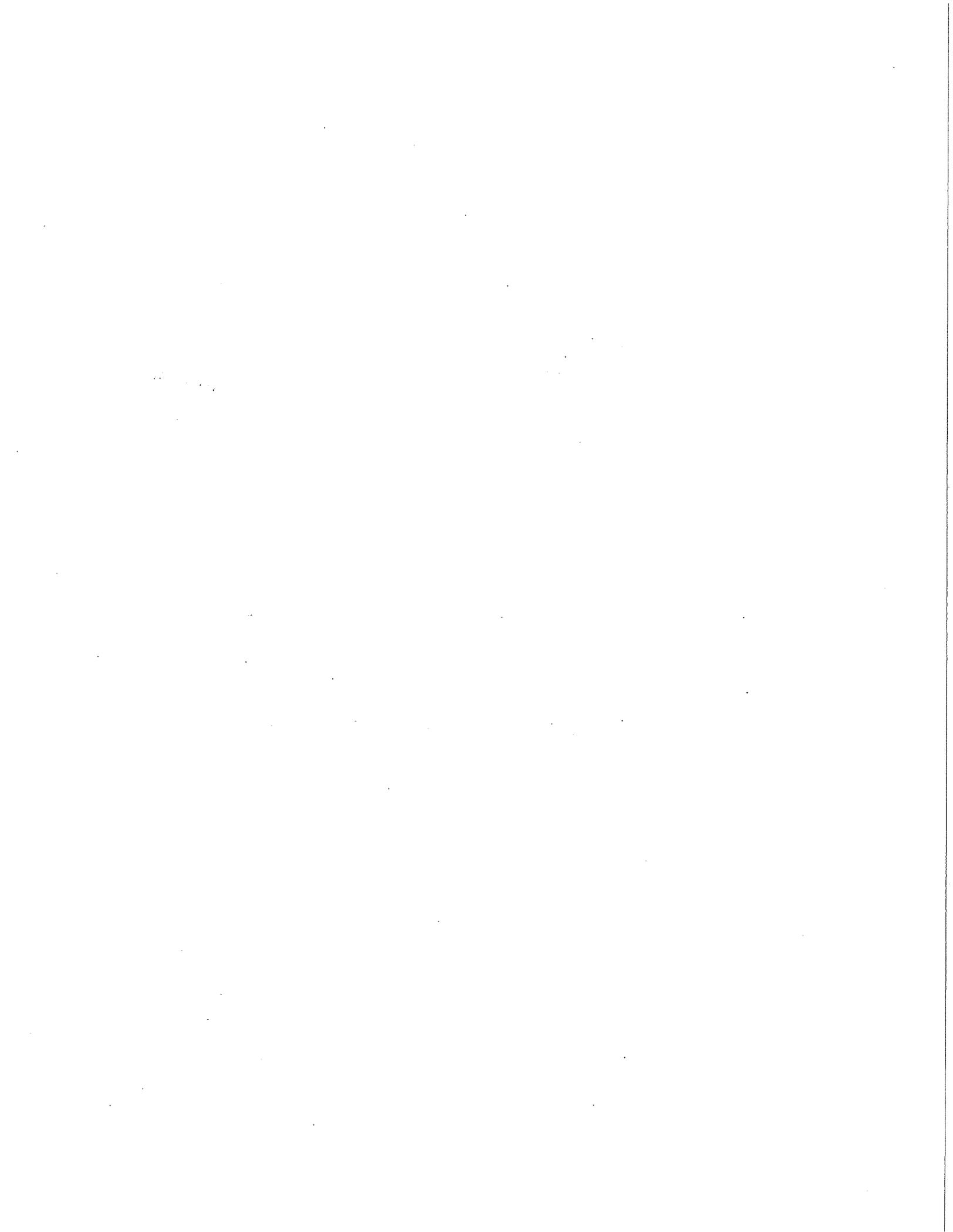
RECOMMENDATION: That City council, by motion, approve Resolution No. 1286 authorizing Waste Connections, Inc., d.b.a. Hood River Garbage, to collect solid waste and recycling within the City of Cascade Locks; setting charges and rates for providing such services; and repealing Resolution No. 1251.

Legal Review and Opinion: This is a standard annually renewed resolution. No legal review was required.

Financial review and status: Annually Hood River Garbage pays the City \$1,000 as a license fee. Additionally, Hood River Garbage is seeking an increase in the rate to be paid by customers. The CPI has increased by 1.9% and Hood River Garbage is seeking to increase rates from \$15.64 per month to \$15.90 per month for weekly curbside pickup for residential customers.

BACKGROUND INFORMATION:

1. The current resolution for services is attached for City Council information.
2. Hood River Garbage will continue to provide six twenty yard dumpsters for both spring and fall clean up events.
3. The current rate and fee structure is attached for City Council information.



AGENDA ITEM NO: 7.6.

CASCADE LOCKS STAFF REPORT

Date Prepared: November 19, 2013

For City Council Meeting on: November 25, 2013

TO: Honorable Mayor and City Council

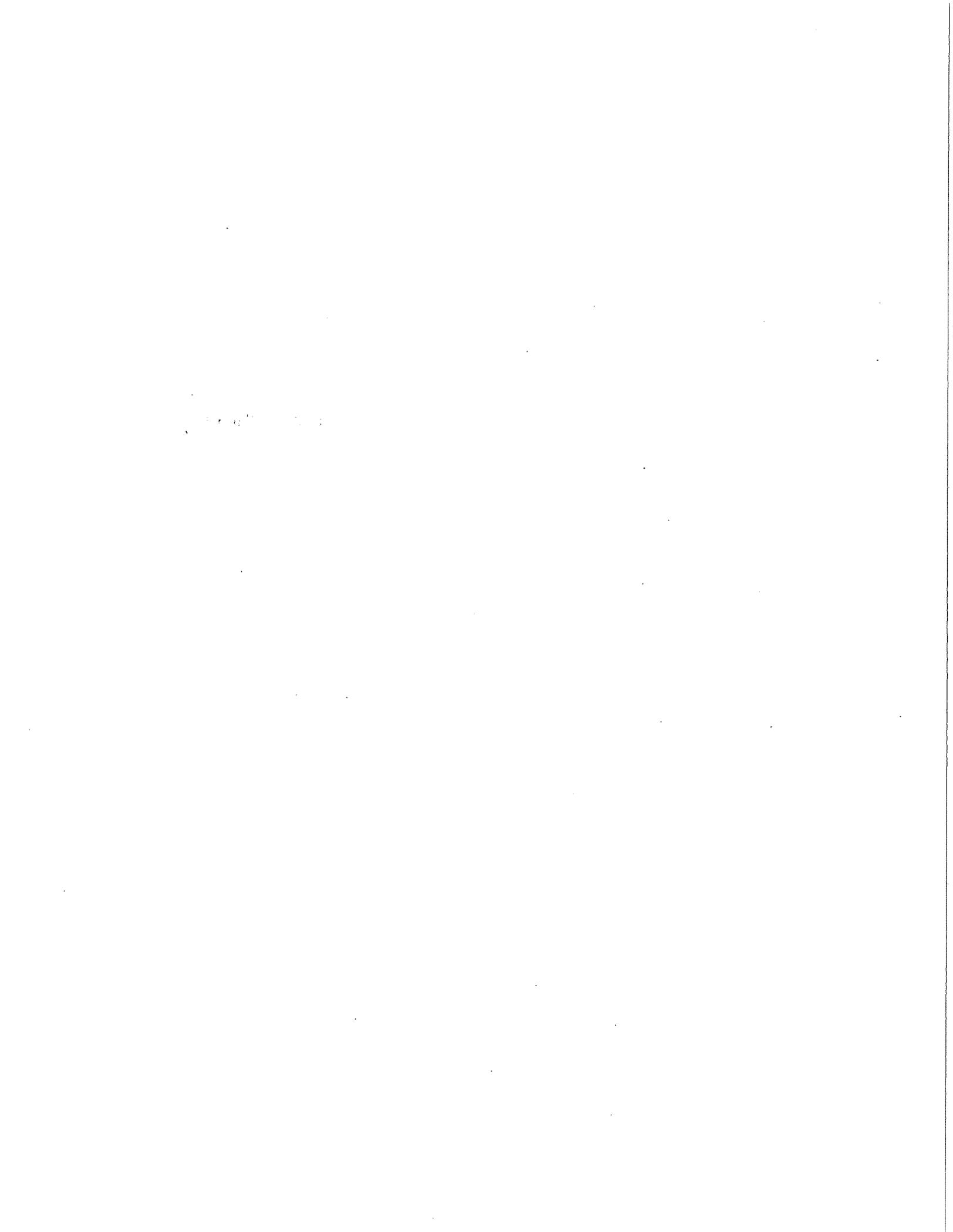
PREPARED BY: Gordon Zimmerman, City Administrator ✓

SUBJECT: Garbage Rate Review

ERINN SUSTRAM

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.

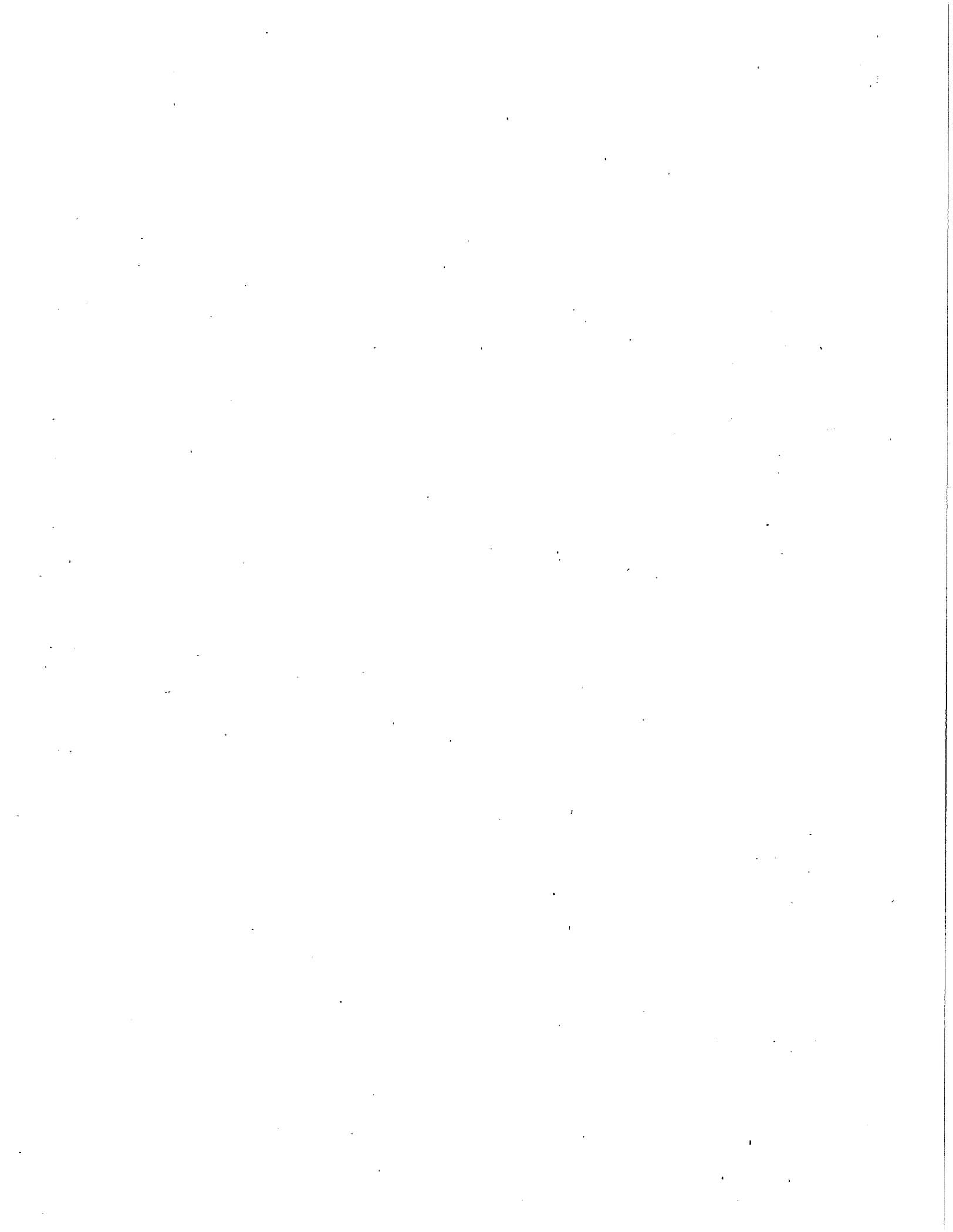
Individual rates change by different percentages based upon the disposal weight component of each rate. A service with no weight (eg, a carry out charge) might increase 1.90%, while a per ton drop box overage charge will only increase 0.4%. All the other rates will increase by some combination of the 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
RESIDENTIAL					
32 GALLON CAN					
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
MINI 20 GALLON CAN					
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
SPECIAL CHARGES					
- 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 MICCA) will receive a \$3.00/month discount

CASCADE LOCKS GARBAGE CITY RATES

Proposed Increase January 1, 2014

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* 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
SPECIAL CHARGES					
- 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
1 - 1 1/2 Yd Containers					
- 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
2 - 1 1/2 Yd Containers					
- EOW	\$177.23	\$0.51	\$2.22	\$2.73	\$179.96
- 1XPW	\$354.48	\$1.01	\$4.45	\$5.46	\$359.94
- 2XPW	\$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
3 - 1 1/2 Yd Containers					
- 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
4 - 1 1/2 Yd Containers					
- 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
5 - 1 1/2 Yd Containers					
- 3XPW	\$1,272.10	\$3.81	\$15.75	\$19.56	\$1,291.66
1 - 2 Yd Containers					
- 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
1 - 3 Yd Containers					
- 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
SPECIAL CONTAINER CHARGES					
- 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
COMPACTORS					
- Swap	\$136.46	\$0.00	\$2.24	\$2.24	\$138.70
- CP extra yardage	\$21.17	\$0.20	\$0.08	\$0.28	\$21.45
DROP BOXES					
- 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
MISC EQUIP RENTAL PER HOUR					
- 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.

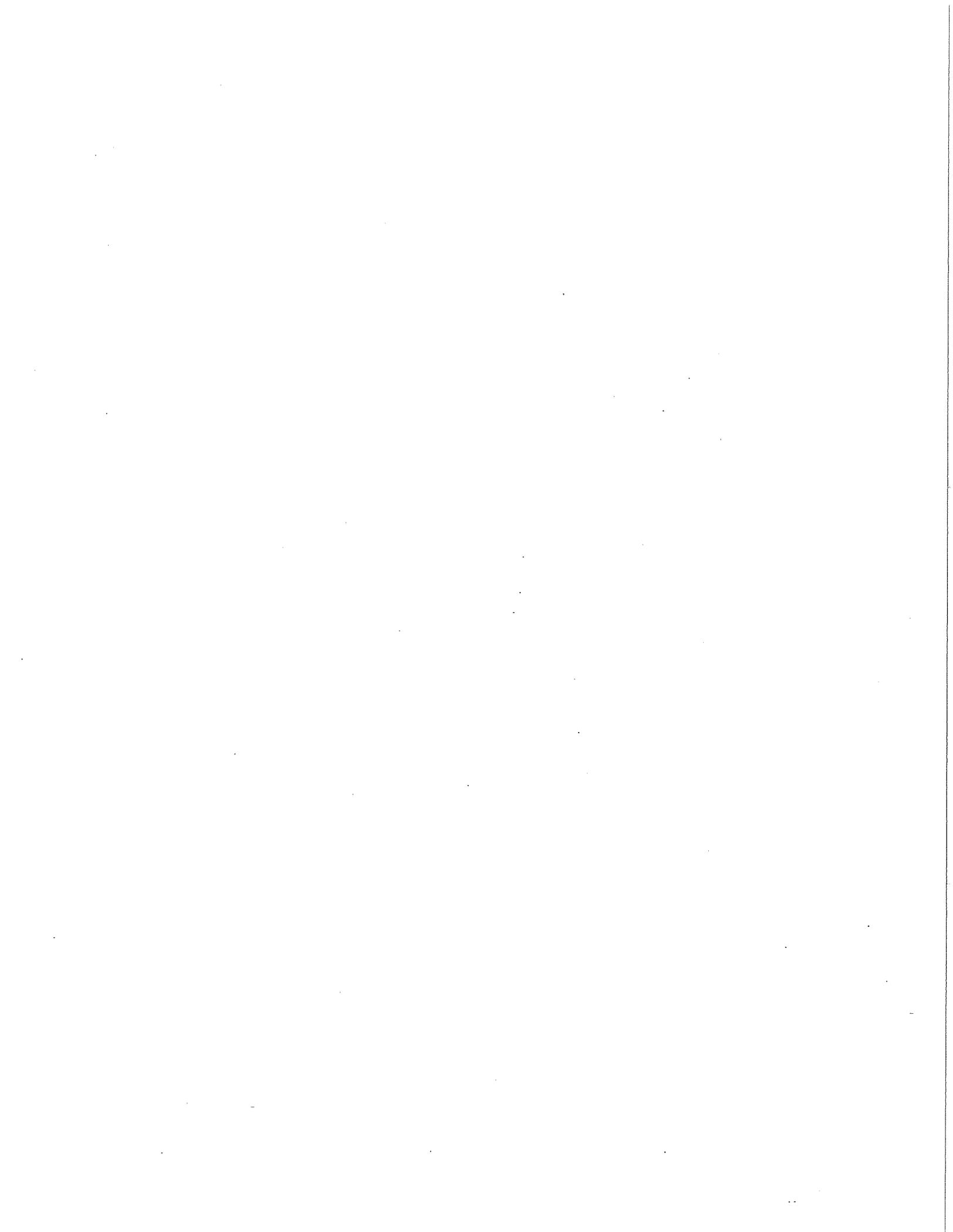
ADOPTED by the City Council this **10th** day of **December**, 2012.

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 ten (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

Date Prepared: December 17, 2013

For City Council Meeting on: December 23, 2013

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Accounting Clerk Vacancy

SYNOPSIS: As you know our accounting clerk, Shirelle Price, has accepted a position with Tualatin Hills Parks and Recreation District. She has resigned effective Monday, January 7, 2014.

The accounting clerk handles the following functions:

- Utility Billing
- Accounts Payable
- Payroll
- Transient Room Tax

A more complete description of the job duties is attached.

I have also attached the to-date time study of the position for your information.

Whenever we have a vacant position, it is always appropriate to examine whether or not that position could be eliminated, or at least, done differently. Ken Onstatt, our auditor, and Tiffany Couch, a forensic accountant in an LOC presentation in September, have both said that it is important to maintain the separation of duties among small town office staff as a critical deterrent to theft or fraud. This point was also made by Matthew Graves of Pauly, Rogers, the forensic accountant in his report to the Council. The Council has worked hard to adopt appropriate financial policies. It is critical to keep the person who is counting the money away from the person who generates the bill or to separate the person who pays the bill from the person who authorizes payments. The position is responsible for utility billing, transient room tax administration, accounts payable, and payroll as well as backup to the cashier-receptionist and the Finance Officer. It can be difficult to cover all of the functions necessary if one of the reduced staff is out on personal or sick leave. Since this is a full time position, it would be difficult to time share the job and maintain the consistency needed to function effectively.

That being said we have several options to consider.

With this staff report I am also asking for your permission to increase the receptionist-cashier to a full-time position while the accounting clerk position is vacant. The receptionist-cashier will return to .8 FTE when the position is filled.

CITY COUNCIL OPTIONS:

1. Fill the position with the best qualified candidate as quickly as possible.
2. Fill the position on a temporary basis through either an interview process, making sure to explain that the position is only temporary and may be eliminated, shared with another agency, reduced, or confirmed as full-time.
3. Do not fill the position at this time. Invite the forensic accountant to review the position, again as soon as possible, and provide a report outlining options about the position to the Council. In the meantime we will cover the position as best we can with the limited staff that we have, understanding that some duties or activities may be delayed or eliminated.

RECOMMENDED MOTION: Council Decision.

ACCOUNTING CLERK

GENERAL STATEMENT OF DUTIES: Under general direction of the Finance Officer, provides billing and receivable services for utilities maintains receivable records; initiates formal collection services for delinquent accounts; performs accounts payable functions; and performs varied clerical/secretarial services.

SUPERVISION RECEIVED: Works under the supervision of the Finance Officer.

PRINCIPAL DUTIES AND RESPONSIBILITIES: Responsible for all utility billing for water, sewer, CATV, and electrical systems; maintains billing records and payments on a continuing basis, initiates delinquent notices, notices of disconnect for non-pay (red tags); and other utility billing processes on schedule as provided by resolution.

Performs accounts payable functions.

Performs payroll functions.

Monitors Transient Room Tax payments and reports delinquencies to Finance Officer. Responsible for bulk mailing procedures for utility bills, etc., including sorting and calculation of postage charges.

Acts as backup for Finance Officer in payroll and other functions as needed.

Acts as full back-up to Receptionist/Cashier position for breaks and lunch periods as needed.

Performs secretarial and clerical work, including typing and/or wordprocessing, mail, filing and other projects as delegated by the Finance Officer.

Other duties as assigned.

MINIMUM QUALIFICATIONS: Must have a general clerical aptitude, and a basic knowledge of record keeping. Must be able to understand and follow complex oral and written instructions. Must be capable of learning tasks readily, adhering to prescribed departmental routines; establishing and maintaining harmonious working relationships with other employees and the public. Must be skilled in data entry, typing, filing, letter and report writing. Must have wordprocessing, spreadsheet, and specialized billing software knowledge and experience. Must be able to make computations and tabulations accurately and with reasonable speed.

EXPERIENCE DESIRED: Minimum High School Diploma or GED. Two years experience in office and secretarial work or equivalent education. Experience in billing, receivables and collections procedures is desirable.

POSITION FUNCTIONAL REQUIREMENTS

Division/Dept: Administrative Services Department
 Job Title: Accounting Clerk
 Reports To: Finance Officer

The functions and abilities for successful performance in this position include, but may not be limited to:

Physical Job Functions

<u>Designated Function</u>	<u>Reach (Inches)</u>	<u>Distance (Feet)</u>	<u>Weight (Pounds)</u>	<u>Time (%)</u>
COLLATING	3			60
DIALING	18			60
FILING	18			40
KNEELING			5	
LIFTING		3	40	5
REACHING		3		40
SITTING				80
SORTING	18			50
STOOPING			30	
STANDING			30	
KEYBOARDING	18			80
WALKING			20	
WORD PROCESSING	18		30	

LIST ANY SPECIAL WORKSITE CONDITIONS: Standard office atmosphere; occasional exposure to verbal abuse from the public.

LIST ANY OTHER FUNCTIONAL REQUIREMENTS: Forty hour work week; may be required to work overtime, depending on work load. Pulling, pushing, carrying, bending.

Mental Aptitudes Table: Note: Percentages of time may, in fact, usually exceed 100% because many functions actually occur simultaneously.

<u>Designated Function</u>	<u>% Time</u>	<u>Aptitude Level</u>
WRITING	80	1
READING	60	1
REASONING	100	1
MATHEMATICS	50	1
VERBAL	100	1

Basic Acuities

Designated Function Acuity Level

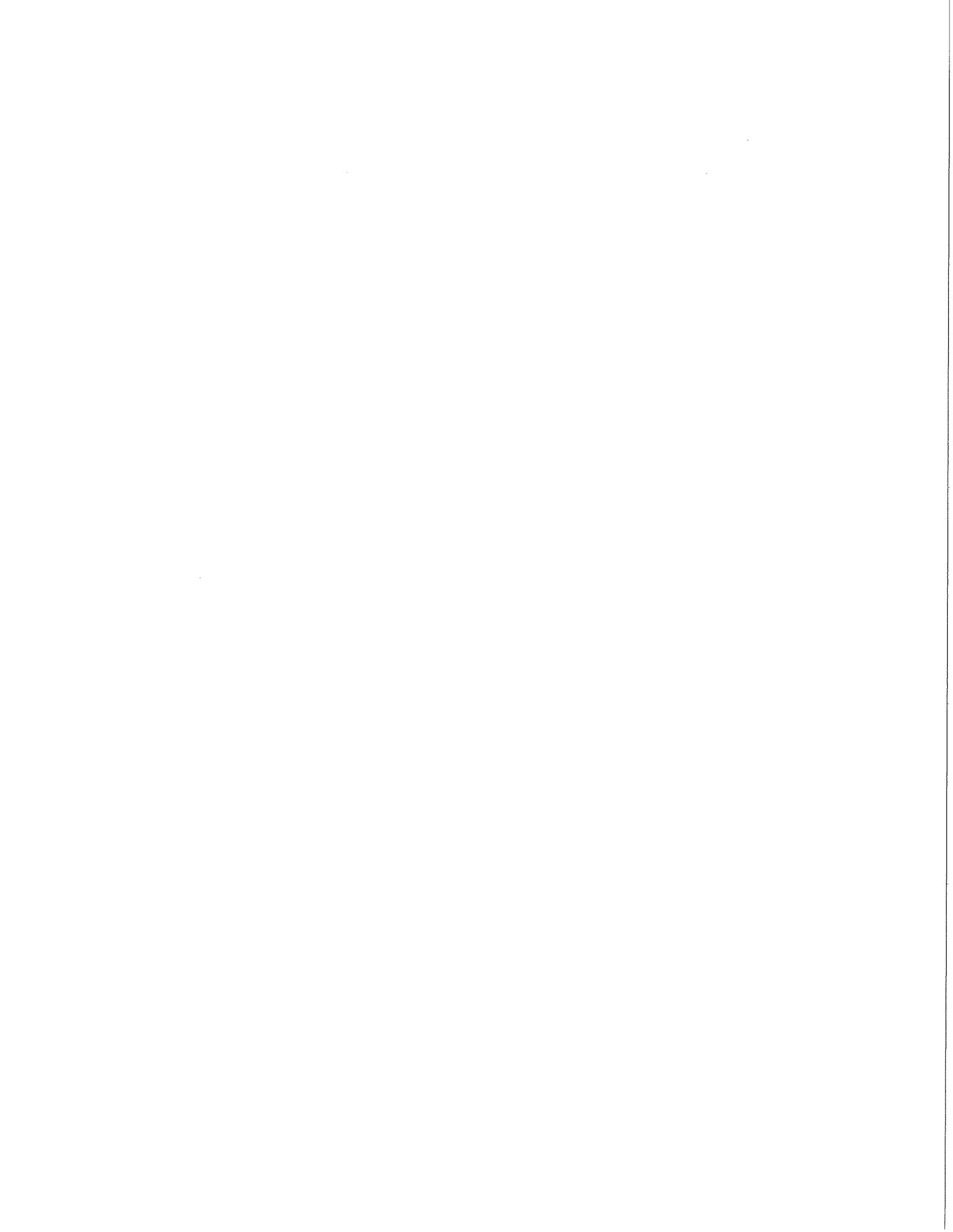
VISION	1	Note: Acuity Levels are: High equals "1" Medium equals "2" Low equals "3"
HEARING	1	
TOUCH	1	
TASTE	3	
SMELL	2	

EDUCATION AND EXPERIENCE DESIRED: Minimum High School Diploma or GED. Two years experience in office and secretarial work or equivalent education. Experience in billing, receivables, collections procedures, and payroll desirable. Must have a general clerical aptitude, and a basic knowledge of record keeping. Ability to operate standard office equipment, including phone systems, typewriter, calculator, copier, FAX machine, PC computer and wordprocessing software. Type 40 WPM. Able to make computations and tabulations accurately and with reasonable speed. Must be able to understand and follow complex oral and written instructions. Learns clerical tasks readily, adhering to prescribed departmental routines; establishes and maintains harmonious working relationships with other employees and the public.

ESSENTIAL SKILLS: Typing 40 words per minute; receptionist/telephone response; computer word-processing/data entry for spread-sheet input; use of all standard office equipment. Ability to inter-relate well with fellow employees and the public.

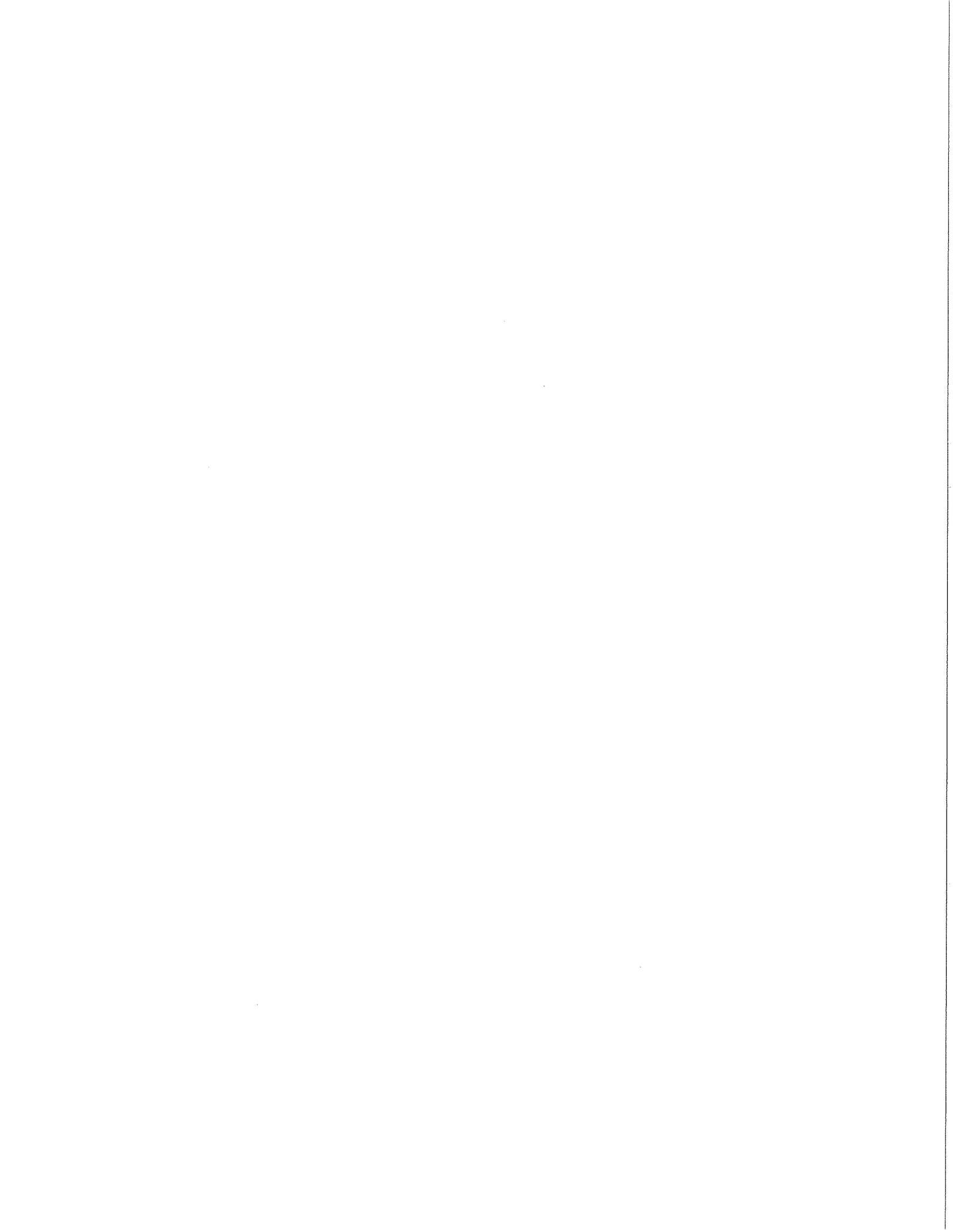
PRE-EMPLOYMENT REQUIREMENTS: Drug screen, bondable, educational and experience verification. Demonstrated ability to perform essential functions.

COMPENSATION TYPE: Hourly
EXEMPTION STATUS: Non-Exempt
SALARY RANGE: 12



Accounting Clerk Work Plan

Recurring Requirements	Suspense
Back up for Front Desk including cash receipting, customer service, fielding phone calls, cemetery, ch. 23	Daily
Process Accounts Payable including collecting bills, some coding, entering into software and issuing checks.	Bi-Monthly/ As Needed
Process 1099s for required vendors	Annually
Process Utility Bills for approximately 850 accounts.	Monthly
All Late fees, red tagging and disconnect paperwork for utility customers.	Monthly
Review/Audit utility security deposits	Quarterly
Process disconnects/connects	Monthly/ As Required
Process payments for utility billing	Daily
Make and track payment arrangements for utility bills and deposits.	Monthly/ As Needed
Refund utility deposits	Monthly
Handle collections process for uncollected utility bills.	Bi-Monthly/ As Needed
Assist in Month-End balancing for Utilities.	Monthly
Track Energy Assistance Program	As Needed
Process Payroll for all City employees including collecting time cards, entering into software and issuing checks.	Bi-Weekly
Process and submit income tax reports/payments	Bi-Weekly
Balance and submit PERS records for all employees	Bi-Weekly
Process deferred compensation payments for all employees	Bi-Weekly
Collect and track Transient Room Tax	Quarterly
Attend all hands meetings	Monthly
Attend Council Meetings	As Required
Attend Safety Committee meetings - Safety Committee Chair	Monthly
Assist Finance Officer in Bank Deposits	As Required
Deposits to the bank	As Required
Maintain office supplies and re-order	As Required
Budget Committee Secretary	Annually
Maintain multiple reports and files needed for annual audit	Daily
Data entry, typing, filing, letter/report writing	Daily
Administer Senior Sewer Subsidy program	Annually/Monthly



Accounting Clerk Time Study Totals

First Quarter

Week of	Total	Monthly total
1-1-Jul-13	0.00	
8-1-Jul-13	40.00	
15-1-Jul-13	40.00	
22-1-Jul-13	40.00	
29-1-Jul-13	40.50	160.50
5-1-Aug-13	40.50	
12-1-Aug-13	40.00	
19-1-Aug-13	40.50	
26-1-Aug-13	40.50	161.50
2-1-Sep-13	40.50	
9-1-Sep-13	40.00	
16-1-Sep-13	40.00	
23-1-Sep-13	40.00	160.50
Total	482.50	

Second Quarter

Week of	Total	Monthly total
30-2-Sep-13	40.00	
7-3-Oct-13	40.00	
14-3-Oct-13	40.00	
21-3-Oct-13	44.50	
28-3-Oct-13	40.00	204.50
4-4-Nov-13	40.00	
11-4-Nov-13	40.00	
18-4-Nov-13	40.00	
25-4-Nov-13	40.50	160.50
2-5-Dec-13	41.00	
9-5-Dec-13	40.00	
16-5-Dec-13		
23-5-Dec-13		81.00
Total	446.00	

Third Quarter

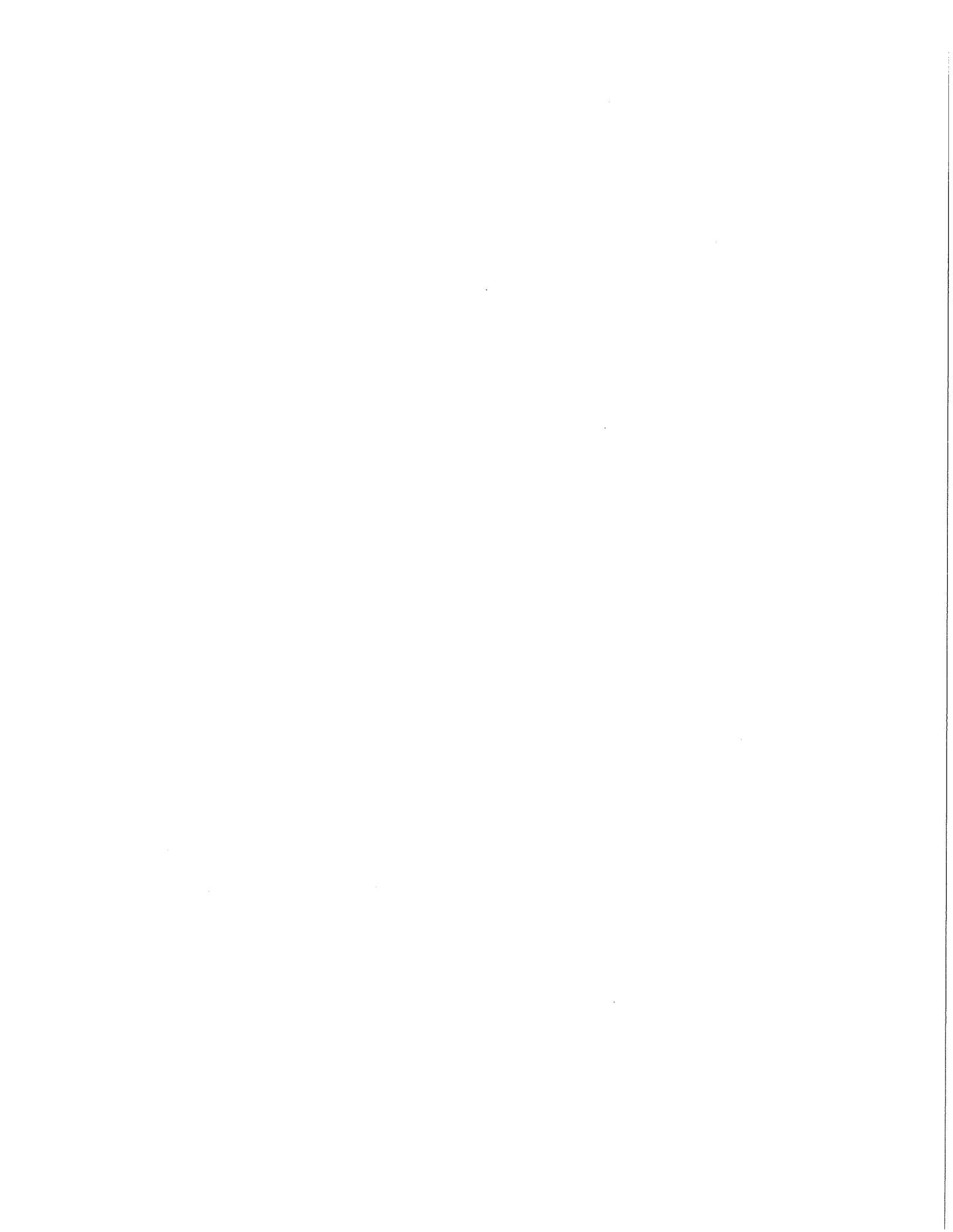
Week of	Total	Monthly total
30-3-Dec-13		
6-1-Jan-14		
13-1-Jan-14		
20-1-Jan-14		
27-1-Jan-14		0.00
3-2-Feb-14		
10-2-Feb-14		
17-2-Feb-14		
24-2-Feb-14		0.00
3-3-Mar-14		
10-3-Mar-14		
17-3-Mar-14		
24-3-Mar-14		0.00
Total	0.00	

Fourth Quarter

Week of	Total	Monthly total
31-3-Mar-14		
7-4-Apr-14		
14-4-Apr-14		
21-4-Apr-14		
28-4-Apr-14		0.00
5-5-May-14		
12-5-May-14		
19-5-May-14		
26-5-May-14		0.00
2-6-Jun-14		
9-6-Jun-14		
16-6-Jun-14		
23-6-Jun-14		0.00
Annual Total	928.50	0.00

Cumulative Project Totals

	Total	Percent
A: Utility Management	170.00	18.3%
B: Financial Reports	11.00	1.2%
C: Budget Development	0.00	0.0%
D: Accounts Payable	83.00	8.9%
E: Payroll Management	81.00	8.7%
F: Correspondence	98.50	10.6%
G: Transient Room Tax	18.00	1.9%
H: Customer Service	128.50	13.8%
I: Utility Shutoffs	4.00	0.4%
J: Data Entry	7.00	0.8%
K: Cash Receipting	17.00	1.8%
L: Accounts Receivable	1.00	0.1%
M: Meeting	3.50	0.4%
N: Channel 23 Maintenance	2.50	0.3%
O: Collections	5.00	0.5%
P: Paid Time Off	215.50	23.2%
Q: Banking	46.00	5.0%
R: Office Supplies/Organizing/filing	15.00	1.6%
S: IT	1.50	0.2%
T: Financial Audit	3.00	0.3%
U: Jury Duty	17.50	1.9%
TOTAL HOURS	928.50	100.0%



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

November 2013

1. **TOTAL CALLS FOR SERVICE: 137** (Includes follow-ups, Officer initiated, agency assist, ect.)
2. **TOTAL PRIORITY CALLS: 4**
3. **TOTAL CRIMES/CALLS AGAINST FAMILIES: 0**
4. **TOTAL CASE NUMBERS ISSUED: 8**
5. **TRAFFIC STOPS: 55**
6. **TOTAL ANIMAL CONTROL CALLS/CITATIONS: 2**

Additional Investigative Support: Deputy Carmody, Deputy Anderson and Deputy Paulsen. Case numbers include: S130963, S130964, S130965, S130988, S130990, S130994, S131013 and S131018.

Deputy Harvey worked 80.1 hours within the City of Cascade Locks. Hood River County Sheriff's Office Personnel worked an additional 63.22 hours within the City of Cascade Locks, (Sgt.Castaneda, Deputy Carmody, Deputy Anderson, Reserve Sergeant Renault, Deputy Paulsen, Deputy Cozad, Deputy Stefanini, Deputy Smith, Deputy Guertin, Sgt. Flem, Reserve Deputy Pivarunas, Reserve Deputy Linker and Det. N.Princehouse.

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

