

CITY of CASCADE LOCKS

AGENDA

CITY COUNCIL MEETING, Monday, July 27, 2020, 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 July 13, 2020 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$190,100.19.**
4. **Public Hearing:**
5. **Action Items:**
 - a. **Appointment to Committees.**
 - b. **Second Reading and Adoption of Ordinance No. 451, Providing for the Licensing, Regulating of Conduct, Care and Treatment of Certain Animals; Prohibiting Activities; Establishing Procedures; and Providing Penalties, and Repealing Ordinance No. 233.**
 - c. **Approve Res. No. 1438 Extending the Declaration of a State of Emergency Due to COVID-19.**
 - d. **Approve Res. No. 1439 Setting Fees for Cascade Locks Cemetery.**
 - e. **Approve Res. No. 1440 Referring Res. No. 1439 to November General Election.**
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 as may be required.**
11. **Adjournment.**

Public access to the meeting is available via Free Conference Call.com. The phone number is 978-990-5151 (long distance charges may apply if using your land line phone).

The access code is 2077547.

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 7PM. Present were CM's Richard Randall and Mayor Cramblett. CM's Julie Armstrong, Glenda Groves, Bruce Fitzpatrick and Bobby Walker were present via phone conferencing. CM Sara Patrick was absent. Also present were CA Gordon Zimmerman, City Camera Operator Marianne Bump, Deputy Recorder Marilyn Place, Brenda Wood, Butch Miller and JoAnn Wittenberg.
2. **Additions or amendments to the Agenda.** None.
3. **Adoption of Consent Agenda.**
 - a. **Approval of June 22, 2020 Minutes.**
 - b. **Liquor License Application for Thunder Island Brewery.**
 - c. **Ratification of the Bills in the Amount of \$187,713.01.** **Motion:** CM Randall moved to approve the Consent Agenda, seconded by CM Groves. The motion passed unanimously by CM's Armstrong, Groves, Fitzpatrick, Randall, Walker and Mayor Cramblett.
4. **Public Hearing:** None.
5. **Action Items:**
 - a. **Appointment to Committees.** None.
 - b. **Approve Resolution No. 1437 Supporting a Transportation System Plan Application for a Transportation Growth Management Grant.** CA Zimmerman said the former Transportation System Plan was done in 2001. He said population numbers and cost estimates need to be updated and a new transportation plan would cost anywhere from \$150,000 to \$250,000. He said the Transportation Grant Management Program will give the City a grant for 88% of the funds to do a new study if the City can come up with 12% to match in cash or in kind. He said his time and staffs time could easily make up the \$20,000 in kind to match the grant. **Motion:** CM Walker moved to approve Res. No. 1437, seconded by CM Randall. The motion passed unanimously by CM's Armstrong, Groves, Fitzpatrick, Randall, Walker and Mayor Cramblett.
 - c. **Approve Planning Consultant Contract Amendment.** CA Zimmerman said WSP USA has been doing an excellent and thorough job planning for the City and this motion extends their contract another year. **Motion:** CM Randall moved to approve the contract, seconded by CM Walker. The motion passed unanimously by CM's Armstrong, Groves, Fitzpatrick, Randall, Walker and Mayor Cramblett.
 - d. **First Reading of Ordinance No. 451, Providing for the Licensing, Regulating of Conduct, Care and Treatment of Certain Animals; Prohibiting Activities; Establishing Procedures; and Providing Penalties, and Repealing Ordinance No. 233.** CA Zimmerman said the purpose of this ordinance is to catch the City up to Hood River County's code enforcement and animal control enforcement. **Motion:** CM Randall moved to approve the first reading of Ordinance No. 451 by title only, seconded by CM Fitzpatrick. CA Zimmerman read Ordinance No. 451.
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. **City Administrator Zimmerman Report.** CA Zimmerman said currently Hood River County is under Phase 2 for Covid-19 protocol. He said as far as we know we have no known Covid-19 cases in Cascade Locks but we have had visitors in Cascade Locks who did test positive.
CA Zimmerman said well number three is complete which concludes the water improvement project.

CA Zimmerman said there are five sewer connections on Wa Na Pa that need to be redone as part of the Sewer Connection Project that is scheduled for next year. He said because Wa Na Pa is going to be paved this fall we are going to dig up and make improvements to those five connections this year so we don't have to dig up the newly paved Wa Na Pa next year to redo them.

CA Zimmerman said the Cultural Resources Survey is complete and has been sent to the Oregon Historic Preservation Office for review. He said once it's done the City should be able to get permission to go ahead with the project to redo the underground electrical system into the business park.

CA Zimmerman said the City has sixteen volunteers in the EMS department. He said Station Captain John Logan has done an outstanding job recruiting volunteers for the department.

CA Zimmerman said citizens are required to mow their lawn if it's taller than 10 inches. He said letters will go out to property owners July 15, 2020 stating they're in violation if they fail to comply.

CA Zimmerman said he's identified four legislative priorities for the League of Oregon Cities, they are;

- Covid-19 economic recovery investments
- Low income energy efficiency and affordability programs
- Water and utility rate funding assistance
- Municipal broad band and pole protection

There was consensus of Council the four priorities CA Zimmerman identified are in line with the needs of the City and community.

CA Zimmerman said it's been suggested that a memorial wall for ash internments be added to the cemetery. He said it would also create a revenue source for the cemetery. He said there are most likely grants available to build the memorial wall but the issue is the City doesn't have a fee structure in the ordinances to cover memorial wall internments. He said the City has not increased the fees for opening and closing graves since 2001. CA Zimmerman said the ballot measure that passed in 2008 gives Council two options;

- Pass a resolution with the appropriate increases and create the new fee for the memorial wall or;
- Council can put a measure on the November 3, 2020 ballot to increase fees across the board.

CM Walker said he didn't think Council should deviate from what the voters did in 2008. CM Armstrong said she agreed.

Mayor Cramblett said other than a couple necessary fee increases this Council has upheld what the citizens voted on in 2008. He said a new Council, according to our attorney, can come in and say it's an administrative procedure not a legislative one and therefore it can be changed. Mayor Cramblett said the very least we can do now is bring an initiative on the November ballot to adopt a fee for internment of ashes in a memorial wall at the cemetery.

8. Mayor and City Council Comments. CM Groves said she wanted to thank all Council members, Mayor Cramblett and staff for getting the water project finished. She added it was a long time coming and it's something she's very proud to have completed. CM Groves thanked Station Captain John Logan for his work getting EMS volunteers. She added it was Station Captain Logan's commitment that made it happen. CM Groves said she is committed to doing what the Charter says and feels it's what she was elected to do. She said she understands we need to keep up with certain fees. She thanked staff and Mayor Cramblett for doing a good job.

CM Armstrong said she thinks everyone is trying to do their best with Council rules and the Charter. She said the You Tube videos are not consistent. She said it's important for people who can't come to the meetings are able to see them on You Tube. She asked if the City can figure why the You Tube video isn't working consistently.

CM Walker said this Council can be proud of the work they accomplished to get the water project complete. He said in 2008 the people in Cascade Locks made it known what their preferences were and he hasn't heard anything to the contrary. He said the City should give some sort of recognition in appreciation to Station Captain John Logan for the work he has done and the good things he's brought to the department.

CM Fitzpatrick said Station Captain Logan has done a great job with the Fire Department. He thanked staff.

CM Randall said Council has gone to the voters and asked for increases and it's demonstrated it works. He said the cemetery is very important to the community and adding a memorial wall for ash internment is the correct thing to do. He said when this Council took over we had a lot of issues and headaches to deal with and we persevered. He thanked Council members for bettering the community.

Mayor Cramblett said this Council advanced the power system way ahead so the City could be in a position to not raise rates. He said this council has worked well with the Port of Cascade Locks to help bring in more industry. He said a few Council members will be leaving and he will be leaving and new Council members will be in good hands with the Council members that will remain.

Mayor Cramblett said the public restroom at Overlook Park is a well-used and important restroom for the tourists. He said it's great for the visitors to our town to have a restroom with a shower available.

Mayor Cramblett said Stevenson passed a levy to keep the community pool open but the levy has expired making it difficult for the pool to remain operational. He said he took swimming lessons there as a kid and many people from Cascade Locks use the pool. He said the Stevenson Pool is looking for opportunities to partner with other entities to keep it going. Mayor Cramblett said he would like to pledge \$5000 to help them remain open. He said if we can help them out Cascade Locks residents will get the local price for admission into the pool.

CA Zimmerman said the City has \$4500 in the Community Participation fund to put towards helping out the Stevenson Pool. He said the City can determine where to get the remainder \$500 if Council is in agreement. There was consensus of Council to pursue the opportunity to help out the Stevenson Community Pool.

9. **Other matters.** None.

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

11. **Adjournment. Motion:** CM Randall moved to adjourn, seconded by CM Fitzpatrick. The motion passed unanimously by CM's Armstrong, Groves, Fitzpatrick, Randall, Walker and Mayor Cramblett. The meeting adjourned at 7:53PM.

Prepared by,
Deputy Recorder, Marilyn Place

APPROVED:

Mayor Tom Cramblett

BLANKET VOUCHER APPROVAL

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DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
7/10/2020	A/P	\$ 117,386.37
7/13/2020	A/P	\$ 3,202.52
7/17/2020	P/R	\$ 69,511.30
...		
GRAND TOTAL		\$ 190,100.19

APPROVAL:

Mayor

Report Criteria:	Report type:	GL detail	Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
11655	07/20	07/10/2020	6966	01410018UG	American Messaging				Paging, Voicemail, Page Service	5140562110	5.00
Total 11655:											
11656	07/20	07/10/2020	6820	68640	Anderson Perry & Associates Inc				PRELIMINARY AND FINAL DESIGN EN	3141562030	28,350.00
Total 11656:											
11657	07/20	07/10/2020	6834	ORD58308	Amett Industries LLC				Raingear For Kevin	5140562110	302.00
11657	07/20	07/10/2020	6834	ORD58308	Amett Industries LLC				Raingear for Kevin	5140662110	75.50
Total 11657:											
11658	07/20	07/10/2020	670	100001500J	Cascade Locks Light Co				New Fire Station	0540562439	713.69
11658	07/20	07/10/2020	670	100003500J	Cascade Locks Light Co				Res no2	2140562070	28.30
11658	07/20	07/10/2020	670	100030200J	Cascade Locks Light Co				Pump Lift Station	3140562070	28.51
11658	07/20	07/10/2020	670	100379100J	Cascade Locks Light Co				treatment plant	3140562070	2,106.87
11658	07/20	07/10/2020	670	100381300J	Cascade Locks Light Co				Warehouse	2140562070	51.11
11658	07/20	07/10/2020	670	103742700J	Cascade Locks Light Co				Wasco Crk Lift Station	3140562070	77.20
11658	07/20	07/10/2020	670	103814000J	Cascade Locks Light Co				Corrosion Control	2140562070	125.54
11658	07/20	07/10/2020	670	200120000J	Cascade Locks Light Co				Cemetery Water	1740562551	199.77
11658	07/20	07/10/2020	670	300155100J	Cascade Locks Light Co				main lift station	3140562070	690.88
11658	07/20	07/10/2020	670	300155900J	Cascade Locks Light Co				museum	0140762630	196.18
11658	07/20	07/10/2020	670	300159000J	Cascade Locks Light Co				overlook park restrooms	0140162552	103.87
11658	07/20	07/10/2020	670	300171800J	Cascade Locks Light Co				Mall Lighting	5140562800	62.82
11658	07/20	07/10/2020	670	301961200J	Cascade Locks Light Co				Bike Path	0140162552	33.38
11658	07/20	07/10/2020	670	600135000J	Cascade Locks Light Co				City Hall Utilities	0140162552	605.26
11658	07/20	07/10/2020	670	600135700J	Cascade Locks Light Co				Sewer Lift on Cascade	3140562070	18.71
11658	07/20	07/10/2020	670	600136900J	Cascade Locks Light Co				87 Ruckel	3140562070	35.16
11658	07/20	07/10/2020	670	600149800J	Cascade Locks Light Co				City Hall Irrigation	0140162552	241.91
11658	07/20	07/10/2020	670	601369800J	Cascade Locks Light Co				radio tower	0540562439	136.66
Total 11658:											
11659	07/20	07/10/2020	7064	1200000830	Cashmere Valley Bank				Interest Pmt on loan for water sys impro	2240566720	77,160.39

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 Check Issue Dates: 7/10/2020 - 7/10/2020

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 11659:								
11660	07/20	07/10/2020	900	100038903J	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11660	07/20	07/10/2020	900	100039801J	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11660	07/20	07/10/2020	900	100473101J	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11660	07/20	07/10/2020	900	200103600J	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11660	07/20	07/10/2020	900	200103802J	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11660	07/20	07/10/2020	900	20011400JU	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11660	07/20	07/10/2020	900	201063000J	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11660	07/20	07/10/2020	900	300163700J	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11660	07/20	07/10/2020	900	300186600J	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11660	07/20	07/10/2020	900	300192800J	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11660	07/20	07/10/2020	900	600149610J	City of Cascade Locks	Senior Sewer Subsidy	0140862025	22.70
11660	07/20	07/10/2020	900	JUNE2020	City of Cascade Locks	CCLEP PLEDGES 2 @ 150.	5140562138	300.00
Total 11660: 549.70								
11661	07/20	07/10/2020	7119	2337	Columbia Gorge News, LLC	24 th notice of budget hearing	0140162030	192.00
Total 11661: 192.00								
11662	07/20	07/10/2020	1120	B276238	Columbia Hardware LLC	Sweeper magnetic, hd constr adhes	0140462520	41.53
11662	07/20	07/10/2020	1120	B276826	Columbia Hardware LLC	brass padlock	5140562560	6.45
Total 11662: 47.98								
11663	07/20	07/10/2020	1130	C0044 #002	Columbia Market (DBA)	wndrcal litter, tidy cat	2140562441	13.90
Total 11663: 13.90								
11664	07/20	07/10/2020	1420	2287	Dennis V Snyder Jr Contractors	rocks picked up by Derrick	2141562009	177.75
11664	07/20	07/10/2020	1420	2287	Dennis V Snyder Jr Contractors	rocks picked up by Derrick	3141562009	414.77
Total 11664: 592.52								
11665	07/20	07/10/2020	1620	2784	Efficiency Services Group LLC	BPA Program Services	5140562139	824.00
Total 11665: 824.00								

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Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
11666	07/20	07/10/2020	1640	15002	Elmer's Flag & Banner	3'x5' polyester sewn embroidered flag	0140462520	162.00
Total 11666:								
11667	07/20	07/10/2020	6795	SC45763	Ferguson Enterprises Inc #3011	service charge	2140562560	4.13
11667	07/20	07/10/2020	6795	SC46869	Ferguson Enterprises Inc #3011	service charge	2140562560	5.37
Total 11667:								
11668	07/20	07/10/2020	4910	103742503	Kipsy Matthews	Refund Deposit Balance	5121130	115.79
Total 11668:								
11669	07/20	07/10/2020	3490	2970	Mid-Columbia Economic Development Di	dues july 1 2020-june 30 2021	0140162030	766.00
11669	07/20	07/10/2020	3490	3033	Mid-Columbia Economic Development Di	Match for admin of business oregon busi	0140862022	1,500.00
Total 11669:								
11670	07/20	07/10/2020	3770	22-202006	Net Assets	Title Search	0140162110	25.00
Total 11670:								
11671	07/20	07/10/2020	7090	10514	Onsite Supply House, LLC	Credit for exchanged item	3140562560	13.52-
11671	07/20	07/10/2020	7090	18635	Onsite Supply House, LLC	supplies	3140562560	238.51
11671	07/20	07/10/2020	7090	19137	Onsite Supply House, LLC	4" hunter pop up head, 3/4" barbed funny	0140462520	79.09
11671	07/20	07/10/2020	7090	748A	Onsite Supply House, LLC	Credit on account	3140562560	13.00-
Total 11671:								
11672	07/20	07/10/2020	4630	1015912513	Pliney Bowes Inc - Supplies	Meter link	0140162010	80.74
Total 11672:								
11673	07/20	07/10/2020	6834	06302020	Rose Dominguez	mileage	0140162020	23.00
Total 11673:								
11674	07/20	07/10/2020	5510	7307826735-	Staples Contract & Commercial Inc	date stamp	0140162010	68.25
11674	07/20	07/10/2020	5510	7308092843-	Staples Contract & Commercial Inc	Office Supplies	0140162010	227.16
11674	07/20	07/10/2020	5510	7308286253-	Staples Contract & Commercial Inc	Office Supplies	0140162010	25.79

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Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
11674	07/20	07/10/2020	5510	7308286253-	Staples Contract & Commercial Inc	dsnfct wipes	0140162010	12.03
11674	07/20	07/10/2020	5510	7308877123-	Staples Contract & Commercial Inc	Office Supplies	0140162010	227.46
11674	07/20	07/10/2020	5510	7308877123-	Staples Contract & Commercial Inc	Office Supplies	0140162010	8.02
Total 11674:								568.71
11675	07/20	07/10/2020	6070	116813	TWGW Inc - NAPA Auto Parts	fuel filter, john deere	0140462520	17.29
Total 11675:								17.29
11676	07/20	07/10/2020	4910	211901801	William Foster	Refund Deposit Balance	5121130	235.45
Total 11676:								235.45
11677	07/20	07/10/2020	6690	07072020	Woosley, Kathy	hood river banking	0140162020	23.00
Total 11677:								23.00
Grand Totals:								117,386.37

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	.00	4,908.66-	4,908.66-
01-401-62010	649.45	.00	649.45
01-401-62020	46.00	.00	46.00
01-401-62030	958.00	.00	958.00
01-401-62110	25.00	.00	25.00
01-401-62552	984.42	.00	984.42
01-404-62520	299.91	.00	299.91
01-407-62630	196.18	.00	196.18
01-408-62022	1,500.00	.00	1,500.00
01-408-62025	249.70	.00	249.70
05-21010	.00	850.35-	850.35-
05-405-62439	850.35	.00	850.35
17-21010	.00	199.77-	199.77-
17-405-62551	199.77	.00	199.77
21-21010	.00	406.10-	406.10-
21-405-62070	204.95	.00	204.95
21-405-62441	13.90	.00	13.90
21-405-62560	9.50	.00	9.50
21-415-62009	177.75	.00	177.75
22-21010	.00	77,160.39-	77,160.39-
22-405-66720	77,160.39	.00	77,160.39
31-21010	26.52	31,960.61-	31,934.09-
31-405-62070	2,957.33	.00	2,957.33
31-405-62560	238.51	26.52-	211.99
31-415-62009	414.77	.00	414.77
31-415-62030	28,350.00	.00	28,350.00
51-21010	.00	1,927.01-	1,927.01-
51-21130	351.24	.00	351.24
51-405-62110	307.00	.00	307.00
51-405-62138	300.00	.00	300.00
51-405-62139	824.00	.00	824.00
51-405-62560	6.45	.00	6.45
51-405-62800	62.82	.00	62.82
51-408-62110	75.50	.00	75.50
Grand Totals:	117,439.41	117,439.41-	.00

Check Register - By Check No.
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Report Criteria:
Report type: GL detail

Report Criteria:

Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
11678	07/20	07/13/2020	7120	CHECK#1	Oregon Health Authority	gemt program admin fee	0540562110	488.52
Total 11678:								488.52
11679	07/20	07/13/2020	7120	CHECK#2	Oregon Health Authority	gemt program non fed share of services	0540562110	2,714.00
Total 11679:								2,714.00
Grand Totals:								3,202.52

Check Register - By Check No.
 Check Issue Dates: 7/13/2020 - 7/13/2020

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
05-21010	.00	3,202.52-	3,202.52-
05-405-62110	3,202.52	.00	3,202.52
Grand Totals:	<u>3,202.52</u>	<u>3,202.52-</u>	<u>.00</u>

Report Criteria:
 Report type: GL detail

STAFF REPORT

Date Prepared: June 16, 2020

For City Council Meeting on: July 27, 2020

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Ordinance No. 451 – Second Reading and Adoption.

SYNOPSIS: City of Cascade Locks Ordinance No. 233 referenced a Hood River County Ordinance that has since been repealed twice by Hood River County. I have added, “or as may hereafter be amended or replaced by Hood River County” to this ordinance so that we won’t have to try to keep up with the County’s amendments.

CITY COUNCIL OPTIONS:

1. Approve the second reading.
2. Modify Ordinance No. 451 as desired.
3. Do not approve a second reading.

RECOMMENDED MOTION AFTER SECOND READING: “I move to approve Ordinance No. 451 Providing for the licensing, regulating of conduct, care and treatment of certain animals; prohibiting activities; establishing procedures; and providing penalties.

Attachments:

City of Cascade Locks Ordinance No. 233
Hood River County Ordinance No. 355

ORDINANCE NO. 451

AN ORDINANCE PROVIDING FOR THE LICENSING, REGULATING OF CONDUCT, CARE AND TREATMENT OF CERTAIN ANIMALS; PROHIBITING ACTIVITIES; ESTABLISHING PROCEDURES; AND PROVIDING PENALTIES. ORDINANCE NO. 451 REPEALS ORDINANCE NO. 233.

The City of Cascade Locks, Hood River County, State of Oregon, ordains as follows:

SECTION 1. Purpose. It is the intention of the Council that dog and animal control within the City of Cascade Locks be handled by Hood River County in a uniform manner, the same as in unincorporated areas of the county and that prior city ordinances pertaining to animal and dog control be repealed in order to have a uniform county wide dog control ordinance.

SECTION 2. The City of Cascade Locks hereby adopts, in its entirety, Hood River County Ordinance No. 355, dated October 16, 2017, or as may hereafter be amended or replaced by Hood River County, and providing for the licensing and regulating of conduct, care, and treatment of certain animals; prohibiting activities; establishing procedures; and providing penalties. Adoption of said county ordinance, which is by this reference incorporated herein in its entirety, shall supersede any prior city ordinances relating to the same subject matter any and all city ordinance pertaining to the same subject matter are hereby repealed.

SECTION 3. Any dog licensed by Hood River County shall be deemed to be licensed within the City of Cascade Locks and City shall not require additional licensing fees.

SECTION 4. The City of Cascade Locks shall coordinate with Hood River County to assist with the licensing and collection of fees for Hood River County and shall designate city staff or other city agency to assist with the licensing, collection of fees, or other requirements of said ordinance.

SECTION 5. Effective Date. This Ordinance will take effect 30 days after approval by the Mayor.

ADOPTED by the City Council this July 27th, 2020.

APPROVED by the Mayor this July 27th, 2020.

ATTEST:

Kathy Woosley, City Recorder

Tom Cramblett, Mayor

ORDINANCE NO. 233

AN ORDINANCE PROVIDING FOR THE LICENSING, REGULATING OF CONDUCT, CARE AND TREATMENT OF CERTAIN ANIMALS; PROHIBITING ACTIVITIES; ESTABLISHING PROCEDURES; AND PROVIDING PENALTIES.

The city of Cascade Locks, Hood River County, state of Oregon, ordains as follows:

SECTION 1. Purpose. It is the intention of the council that dog and animal control within the city of Cascade Locks be handled by Hood River County in a uniform manner, the same as in unincorporated areas of the county and that prior city ordinances pertaining to animal and dog control be repealed in order to have a uniform county wide dog control ordinance.

SECTION 2. The city of Cascade Locks hereby adopts, in its entirety, Hood River County Ordinance No. 123, dated August 22, 1983, and providing for the licensing and regulating of conduct, care, and treatment of certain animals; prohibiting activities; establishing procedures; and providing penalties. Adoption of said county ordinance, which is by this reference incorporated herein in its entirety, shall supersede any prior city ordinances relating to the same subject matter any and all city ordinance pertaining to the same subject matter are hereby repealed.

SECTION 3. Any dog licensed by Hood River County shall be deemed to be licensed within the city of Cascade Locks and city shall not require additional licensing fees.

SECTION 4. The city of Cascade Locks shall coordinate with Hood River County to assist with the licensing and collection of fees for Hood River County and shall designate city staff or other city agency to assist with the licensing, collection of fees, or other requirements of said ordinance.

Passed by the council and approved by the mayor December 13, 1983.

HOOD RIVER COUNTY CODE

TITLE 6

ANIMAL CONTROL

CHAPTERS:

- 6.04 ADMINISTRATION
- 6.16 PROHIBITED CONDUCT
- 6.20 LICENSING OF DOGS
- 6.24 IMPOUNDMENT AND DISPOSITION OF IMPOUNDED DOGS
- 6.28 DISPOSITION OF LICENSE FEES AND FINES
- 6.32 RABIES CONTROL
- 6.36 LIVESTOCK CLAIMS
- 6.40 ENFORCEMENT

CHAPTER 6.04 ADMINISTRATION

SECTIONS:

- 6.04.015 DEFINITIONS.
- 6.04.025 POLICY; PURPOSE.
- 6.04.035 JURISDICTION.
- 6.06.045 SHERIFF.
- 6.06.055 ANIMAL CONTROL OFFICERS.
- 6.06.065 INTERGOVERNMENTAL AGREEMENTS

6.04.015 DEFINITIONS.

As used in this title, the terms defined in this chapter shall have the following defined meanings unless the context requires otherwise:

- (1) "Animal" means any mammal, bird, reptile, or amphibian.
- (2) "Animal Control Officer" means any person duly designated as such by the Hood River County Sheriff.
- (3) "Designated public off-leash area" means any area formally designated by the County, a municipality, or the Hood River Valley Parks & Recreation District for off-leash canine play and

recreation. This chapter shall not preempt rules adopted by the designating body for the regulation of a designated public off-leash area.

- (4) "Dog" means any mammal of the canine family.
- (5) "Dog at large" means a dog that is:
 - (a) Not on premises of, either
 - (i) Private property which the dog's owner or keeper has the right or permission to occupy; or
 - (ii) A designated public off-leash area.
 - And
 - (b) Is not:
 - (i) Restrained by a tether (e.g. leash, rope, chain); or
 - (ii) Under the immediate control and command of its owner or keeper.
- (6) "Dog license" means that license issued annually for each individual dog pursuant to this title.
- (7) "Sheriff" means the duly elected Sheriff of Hood River County, his deputies or designees.
- (8) "Livestock" means horses, mules, jackasses, cattle, sheep, goats, swine, chickens, turkeys, ducks, geese or rabbits and any fur-bearing animal bred and maintained commercially or otherwise, within pens, cages or hutches.
- (9) "Menaces" or "menacing" means lunging, growling, snarling, chasing, attacking or other behavior by a dog that would cause a reasonable person to fear for the person's safety, the safety of another person or the safety of a domestic animal or livestock.
- (10) "Owner" or "keeper" means any person who keeps, has custody of, possesses, harbors, or exercises control over a dog or other animal, except veterinary hospitals as defined in this chapter. In a family situation, the head of the household is presumed to be the owner or keeper.
- (11) "Person" means an individual, a partnership, association, corporation or any other legal entity.
- (12) "Canine nuisance" means a dog does any of the following:
 - (a) Bites or menaces a person;
 - (b) Chases vehicles, or persons, livestock, or domestic pets, except where chasing another dog within a designated public off-leash area;
 - (c) Injures or kills any person, domestic animal or livestock;

- (d) Damages or destroys the property of persons other than the owner of the dog;
 - (e) Trespasses on private property of persons other than the owner of the dog;
 - (f) Disturbs any person by frequent or prolonged noises;
 - (g) Is a female in heat and at large;
 - (h) Scatters garbage on any property not the exclusive property of the keeper of the dog;
 - (i) Deposits animal waste of any property not the property of the owner or keeper or within a designated public "off leash" area.
- (13) "Veterinarian" means a practicing veterinarian licensed pursuant to the laws of the state in which he conducts his or her veterinary practice, to perform any of the acts set forth under state law.
- (14) "Veterinary hospital" means any business establishment maintained and operated by a veterinarian which is operated for the diagnosis and treatment of diseases or injuries to animals.
- (15) "Vicious or dangerous dog" means any dog which bites a human being or a domestic animal, or which demonstrates menacing behavior toward human beings or domestic animals. However, an animal shall not be deemed vicious if it (a) bites, attacks or menaces a trespasser on the property of its owner or (b) harms or menaces anyone who has tormented or abused it.
- (16) "Wolf" means any member of the family Canis Lupus. "Wolf Hybrid" means any animal that is the product of breeding a wolf with a domesticated dog.
- (17) "Minimum care" means sufficient food to maintain the animal's health, access to potable water that is not snow or ice, access to an enclosed structure sufficient to protect the animal, continuous access to an area that is kept clean and has adequate space and ventilation with suitable temperature and veterinary care to relieve distress from injury, neglect or disease.
- (18) "Finance Director" means the director of the Hood River County Department of Finance.
- (19) "Quarantine" means the isolation and restraint of an animal within a cage, fence or similarly secure location.
- (20) "Rabies-susceptible animal" means dogs and cats as well as other mammalian species considered by the U.S. Centers for Disease Control to be significant reservoirs of rabies virus infection in the United States, including but not limited to raccoons, skunks, foxes, coyotes and bats.

(Ord. 355, 2017)

6.04.025 POLICY; PURPOSE.

- (1) On June 26, 1979, the electors of Hood River County voted to prohibit dogs running at large. Pursuant to that vote and Oregon Revised Statutes (ORS) Chapter 609, the Board of Commissioners declared Hood River County to be a dog control district.
- (2) It is the policy of Hood River County to: (a) license and regulate dogs in a manner that protects the health, safety and welfare of its residents and visitors; (b) recognize the property rights of dog owners and nonowners alike; and (c) to provide for proper control and protection of dogs.
- (3) The purpose of this title is to (a) implement the policy described in sub-section (2), (b) establish rabies controls and (c) to provide restitution for livestock killed by dogs.

(Ord. 355, 2017)

6.04.035 JURISDICTION.

This title shall apply to all unincorporated areas of Hood River County and within all municipalities which, by ordinance, resolution or operation of law have acceded to its application.

(Ord. 355, 2017)

6.04.045 SHERIFF.

The Hood River County Sheriff shall have authority to:

- (1) Enforce and administer the provisions of this title;
- (2) Designate civil "animal control officers" as authorized under section 6.12.025.

(Ord. 355, 2017)

6.04.045 ANIMAL CONTROL OFFICERS.

- (1) Animal control officers designated by the Sheriff to administer and enforce the provisions of this title shall be deemed "civil enforcement officers" under HRC Chapter 1.08 and may serve without being licensed peace officers under state law.
- (2) Animal Control Officers shall have the authority to:
 - (a) Enforce the provisions of this title relating to licensing and impounding dogs;
 - (b) Impound and keep safely any dog:
 - (i) found engaging in prohibited acts;
 - (ii) is apparently abandoned; or
 - (iii) as required by the County Health Department.

- (c) Issue citations;
 - (d) Investigate and prosecute violations;
 - (e) Investigate the killing of livestock by dogs;
- (3) Enter upon private property to impound an animal without being subject to civil or criminal trespass.
- (4) Deputy Sheriffs and municipal police officers, where applicable, shall have concurrent authority to enforce the provisions of this title.

(Ord. 355, 2017)

6.04.055 INTERGOVERNMENTAL AGREEMENTS.

- (1) The County may contract to provide animal control services to local municipalities provided the municipality has:
- (a) Adopted the provisions of this title; or
 - (b) Otherwise formally acceded to the application of this title within the municipality.
- (2) Contracts under this section may provide for sharing revenue generated by the application and enforcement of this title.

(Ord. 355, 2017)

CHAPTER 6.16 PROHIBITED CONDUCT

SECTIONS:

- 6.16.015 VIOLATIONS: DOG OWNERS AND KEEPERS.
6.16.025 DEFENSES.
6.16.035 HINDERING IMPOUNDMENT.
6.16.045 KEEPING WOLVES.

6.16.015 VIOLATIONS: DOG OWNERS AND KEEPERS.

- (1) No dog owner or keeper shall:
- (a) Permit a dog to run at large;
 - (b) Permit a canine nuisance;
 - (c) Keep a dog without a license attached to its collar;
 - (d) Keep an unlicensed dog;

- (e) Keep a dog which has not received its rabies inoculation as required by Oregon State law;
- (f) Leave a dog tethered and unattended on property not owned by the owner or keeper of the dog, except where kept in or upon a motor vehicle;
- (g) Allow a dog to engage in vicious or dangerous behavior;
- (h) Fail to comply with any judgment or administrative order pertaining to keeping a vicious or dangerous dog;
- (i) Permit an animal to be confined within a motor vehicle at any location under such conditions as may endanger the health or well-being of the animal including, but not limited to, dangerous temperatures, lack of food, water or supervision;
- (j) Permit any quarantined animal to leave the confines of any prescribed quarantine area or to fail to comply with any other condition of quarantine;
- (k) Keep an animal in a condition that does not meet minimum standard of care.

(2) Any Violation under this section is a Category II County violation.

(Ord. 355 2017)

6.16.025 DEFENSES.

It shall be a defense to an allegation of permitting a canine nuisance, to establish, by a preponderance of the evidence, that a dog alleged to have menaced, bitten or injured a person was, at the time of the alleged incident:

- (1) wrongfully assaulted or provoked by the alleged victim;
- (2) defending its owner, keeper or member of its household from assault or physical harassment by the alleged victim; or
- (3) defending premises occupied by its owner or keeper against an unlawful trespasser.

6.16.035 HINDERING IMPOUNDMENT.

(1) No person shall hinder or otherwise interfere with the apprehension or impoundment of any dog by the Sheriff, animal control officer or peace officer.

(2) Hindering impoundment of a dog under this section is a Category II County Violation.

(Ord. 355 2017)

6.16.045 KEEPING OF WOLVES PROHIBITED.

(1) No person shall keep a wolf or wolf hybrid.

(2) Unlawfully keeping a wolf under this section is a Category I County Violation.

(Ord. 355, 2017).

CHAPTER 6.20 LICENSING OF DOGS

SECTIONS:

- 6.20.015 DOG LICENSE; FEES.
- 6.20.025 EXCEPTIONS
- 6.20.035 RABIES INOCULATION AND CERTIFICATE.
- 6.20.045 LICENSE TAG; REPLACEMENT; TRANSFER.

6.20.015 DOG LICENSE; FEES.

- (1) Owners and keepers shall procure a license for any dog that has permanent canine teeth or which is more than six months of age.
 - (a) Licenses under this section shall be procured or renewed within 30 days of:
 - (i) The dog attaining 6 months of age;
 - (ii) The dog developing permanent canine teeth;
 - (iii) The dog's arrival in Hood River County; or
 - (iv) The expiration of a prior annual license.
 - (b) Licenses not attained or renewed within the specified time may be subject to an additional late fee.
- (2) The County shall charge an annual fee to license dogs under this Section in an amount established under the Hood River County Fee Schedule.
- (3) Fees established under this title are separate from and in addition to any applicable penalties.

(Ord. 355, 2017)

6.20.025 EXCEPTIONS.

No license fee shall be charges for:

- (a) A dog that is taxed as inventory pursuant to ORS 307.400.
- (b) "Assistance animals" as defined by ORS 346.680; or
- (c) Dogs undergoing training to become assistance animals under ORS 346.680 through a recognized training and placement organization.

(Ord. 355, 2017)

6.20.035 RABIES INOCULATION AND CERTIFICATE.

- (1) No person shall keep a dog with permanent canine teeth, or older than 6 months of age, which has not been vaccinated for rabies.
- (2) Except as provided in sub-section (b), no license shall be issued for any dog absent a certificate of vaccination from a veterinarian.
 - (a) Except as provided in sub-section (b), certificates under this section shall state that the inoculation against rabies shall be valid for at least ten full months of the licensing period.
 - (b) A license may be issued absent inoculation, provided a veterinarian certifies that the dog has a physical condition which currently prevents inoculation.

(Ord. 355, 2017)

6.20.045 LICENSE TAG; REPLACEMENT; TRANSFER.

- (1) The county shall issue a tag, suitable for attachment to a dog collar, for each licensed dog.
- (2) License tags shall be attached to the dog's collar at all times.
- (3) Replacement tags may be issued upon proof of loss and payment of a replacement fee.
- (4) If ownership of a dog changes, the new owner may request transfer of the current license.

(Ord. 355, 2017)

CHAPTER 6.24 IMPOUNDMENT AND DISPOSITION OF IMPOUNDED DOGS

SECTIONS:

- 6.24.015 COUNTY DOG FACILITIES.
- 6.24.025 IMPOUNDMENT.
- 6.24.035 DESTRUCTION OF AN IMPOUNDED ANIMAL.
- 6.24.045 NOTICE OF IMPOUNDMENT.
- 6.24.055 PERIOD OF IMPOUNDMENT.
- 6.24.065 DISPOSITION OF ANIMALS GIVEN TO THE COUNTY BY OWNER.
- 6.24.075 DISPOSITION OF IMPOUNDED DOGS.
- 6.24.085 Redemption.

- 6.24.015 COUNTY DOG FACILITIES.

The Hood River County Sheriff shall provide for an adequate facility to receive, care for and safely confine any animal delivered to its custody under the provisions of this title.

(Ord. 355, 2017)

6.24.025 IMPOUNDMENT.

- (1) An animal may be impounded and held at the county facility provided:
 - (a) it is the subject of a violation of this title;
 - (b) it requires protective custody and care because of mistreatment or neglect; or
 - (c) impoundment is ordered by the court.
- (2) An animal is deemed to be impounded at the time the County takes custody of the animal.

(Ord. 355, 2017)

6.24.035 DESTRUCTION OF AN IMPOUNDED ANIMAL.

- (1) An animal impounded under this title which, due to injury, disease or other cause, is suffering great pain or is dangerous to keep impounded, may be destroyed forthwith.
- (2) The Sheriff may request that veterinarian certify in writing that, under the extant circumstances, destruction under sub-section (1) is warranted.

(Ord. 355, 2017)

6.24.045 NOTICE OF IMPOUNDMENT.

- (1) If an impounded dog bears identification of ownership, the Sheriff shall make reasonable efforts to notify the owner of the impoundment.
- (2) Notice to a dog owner under this section shall:
 - (a) be made by telephone and, if unsuccessful, by certified mail to the owner's last address of record;
 - (b) advise the owner of:
 - (i) the impoundment;
 - (ii) the date by which the dog must be redeemed; and
 - (iii) applicable fees and costs.

(Ord. 355, 2017)

6.24.055 PERIOD OF IMPOUNDMENT.

- (1) Except as provided in sub-section (3), upon receiving notice of impoundment, an owner must redeem the dog within five business days of:
 - (a) actual verbal notice; or
 - (b) the post-marked date of mailed notice.
- (2) Except as provided in sub-section (3), owners of dogs displaying no evidence of ownership must redeem their dogs within three business days of impoundment.
- (3) Dogs suspected of rabies infection shall be impounded and quarantined for such time necessary to adequately observe the dog to determine whether it is infected with or carries rabies.
- (4) Dogs not redeemed within the time provided under this section may be disposed of in accordance with HRCC 6.24.085.

(Ord. 355, 2017)

6.24.065 DISPOSITION OF ANIMALS GIVEN TO THE COUNTY BY OWNER.

An owner may request that a dog be disposed of in accordance with this title provided the request is in writing and bears the owner's signature.

(Ord. 355, 2017)

6.24.075 DISPOSITION OF IMPOUNDED DOGS.

- (1) Upon the expiration of the applicable impoundment period, the Sheriff may have an impounded dog made available for adoption or destroyed by humane euthanasia.
- (2) No dog impounded under this title shall be adopted or otherwise released for use in medical research.

(Ord. 355, 2017)

6.24.085 REDEMPTION.

- (1) A dog impounded pursuant to this title shall be released to its owner upon payment of all applicable fees, costs and penalties, including but not limited to:
 - (a) Impoundment and boarding fees;
 - (b) Veterinary expenses;
 - (c) Civil penalties; and
 - (d) License fees.
- (2) The owner of a dog that is unlicensed at the time of impoundment shall:

- (a) purchase a valid license prior to redeeming the dog; and
 - (b) provide a valid inoculation certificate to the Sheriff within thirty (30) days of reclamation.
- (3) Failure to provide a valid inoculation certificate within thirty days of reclamation is a Category III County violation.

(Ord. 355, 2017)

CHAPTER 6.28 DISPOSITION OF FEES AND CIVIL PENALTIES

SECTIONS:

6.28.015 DOG CONTROL FUND.

6.28.025 ADMINISTRATION OF DOG CONTROL FUND.

6.28.015 DOG CONTROL FUND.

All fees, costs, civil penalties and other funds collected by the County pursuant to this title shall be deposited in the dog control fund.

6.28.025 ADMINISTRATION OF DOG CONTROL FUND.

- (1) The Finance Director shall administer the dog control fund.
- (2) Money collected in the dog control fund may be used as follows:
 - (a) To pay for administering and enforcing this title;
 - (b) To pay livestock claims pursuant to Chapter 6.36; and
 - (c) To purchase and administer emergency rabies vaccinations to prevent or contain an outbreak.
- (3) Upon a determination that the money held in the dog control fund exceeds potential expenditures under sub-section (2), the Board may transfer any portion of such surplus to the county general fund.

(Ord. 355, 2017)

CHAPTER 6.32 RABIES CONTROL

SECTIONS:

6.32.015 RABIES CONTROL.

6.32.025 SUSPECT ANIMALS.

- 6.32.035 REPORT TO HEALTH DEPARTMENT.
- 6.32.045 HINDERING, VIOLATING QUARANTINE.

6.32.015 RABIES CONTROL.

- (1) The Hood River Health Department, as the Local Public Health Authority, shall administer the rules and regulations promulgated by the Oregon Health Authority relating to rabies control in Hood River County.
- (2) The Hood River County Sheriff shall have authority to quarantine any rabies-susceptible animal that has bitten a person and is:
 - (a) Not known to have been vaccinated against rabies, or
 - (b) Suspected of carrying the rabies virus.
- (3) An animal quarantined under this section shall be observed for no less than 10 days to determine if the animal is free from rabies.
- (4) A quarantined animal that is determined not to be infected with the rabies virus may be released to its owner at the end of the quarantine period. Otherwise, the animal may be disposed in accordance with HRCC Chapter 6.24.

(Ord. 355, 2017)

6.32.025 SUSPECT ANIMALS.

Any dog, cat or other rabies-susceptible animal that has bitten a human being shall be suspected of carrying rabies unless and until:

- (1) The County is provided proof of rabies inoculation.
- (2) The animal has undergone proper observation and medical diagnosis.

(Ord. 355, 2017)

6.32.035 REPORT TO HEALTH DEPARTMENT.

- (1) Any person with knowledge of a rabies-susceptible animal biting a human being shall immediately notify the County Health Department, regardless of the animal's suspected condition.
- (2) Upon report of a rabies-susceptible animal biting a human being, the County Health Officer shall implement procedures in accordance with state law.

(Ord. 355, 2017)

6.32.045 HINDERING, VIOLATING QUARANTINE.

- (1) No person shall refuse to surrender to the County any animal that has bitten a human being.
- (2) No person shall permit a quarantined animal to be outside the confines of the prescribed quarantine.
- (3) Hindering or Violating Quarantine is a Category II County Violation.

(Ord. 355, 2011)

CHAPTER 6.36 LIVESTOCK RESTITUTION CLAIMS

SECTIONS:

6.36.015 LIVESTOCK RESTITUTION CLAIMS.

6.36.025 PETITIONS.

6.36.035 PROCESS FOR REVIEW.

6.36.045 FINANCES; RECOVERY.

6.36.015 LIVESTOCK RESTITUTION CLAIMS.

- (1) If a livestock animal is killed by a dog that does not belong to (a) the livestock owner or (b) a person in the livestock owner's household, the livestock owner may petition the County for restitution from the Dog Control Fund.
- (2) Restitution under this section shall be limited to:
 - (a) Direct economic damages; and
 - (b) A maximum of \$1000 per incident.

(Ord. 355 2017)

6.36.025 PETITIONS.

- (1) Restitution claims under this section shall be initiated by submitting a completed petition to the County Administrator.
- (2) The Sheriff shall prepare, and make available to the public, forms for livestock restitution petitions.
- (3) Petitions under this section shall include the following information:

- (a) Name, address and phone number of the petitioner;
 - (b) The date of the incident causing the death of the livestock animal;
 - (c) All facts tending to establish or otherwise relevant to:
 - (i) the cause of death;
 - (ii) identification of the dog(s) responsible for the death.
 - (d) Names and addresses of any witnesses; and
 - (e) Identifying characteristics of the suspected dog(s).
 - (f) The name and address of the owner or keeper of the suspected dog(s), if known; and
 - (g) The bases for restitution, including a current price for replacement livestock.
 - (h) A formal assignment to the County of the claimant's right to seek or accept damages for any acts or omissions resulting in the death of the livestock.
- (4) Completed petitions shall be submitted within fifteen (15) days from the date of the incident causing the death of the livestock.

(Ord. 355 2017)

6.32.035 PROCESS FOR REVIEW.

- (1) The Board shall review all livestock restitution claims.
- (2) The review of livestock restitution claims shall be held:
 - (i) At a regularly-scheduled monthly meeting of the Board of Commissioners;
 - (ii) Within 60 days of the date the petition is filed.
- (3) The Board may consider:
 - (a) The petition;
 - (b) Written statement offered by the public in support or opposition to the petition;
 - (c) Investigation reports from animal control or peace officers, if any; and
 - (d) Any additional information the Board deems relevant.
- (4) The Board may allow or deny a livestock restitution claims, or portions thereof, as the Board finds just and appropriate.

(Ord. 355 2017)

6.36.045 FINANCES; RECOVERY.

- (1) Restitution ordered by the Board under 6.36.035 shall be paid from the dog control fund.
- (2) After reimbursement for the County's costs, money collected through an assignment under 6.36.025(3)(h) shall be paid to the dog control fund.
- (3) County counsel shall have full discretion to prosecute, not prosecute, compromise or settle any action arising from an assignment under 6.36.025(3)(h).

(Ord. 355, 2017)

CHAPTER 6.40 ENFORCEMENT

SECTION:

6.44.015 VIOLATION; PENALTIES

6.44.015 VIOLATION; PENALTIES

- (1) Violations under this title shall be prosecuted in accordance with HRCC Chapter 1.08.
- (2) The County may adopt specific civil penalties for certain violations of this title in accordance with HRCC 1.08.175.

(Ord. 355, 2017)

CASCADE LOCKS STAFF REPORT

Date Prepared: July 20, 2020

For City Council Meeting on: July 27, 2020

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve RES1438 Extending a State of Emergency

SYNOPSIS: The City Council previously extended the State of Emergency due to the potential impacts of the coronavirus CoVID-19 on the City of Cascade Locks to July 31.

City Hall is open for essential business by appointment or by walk in if following physical distancing rules, sanitizing, and wearing face masks. The use of building for other than City Council, Budget Committee, or Planning Committee meetings will remain closed until the SOE is lifted or Hood River County has reopened. That reopening was delayed by the governor. We will open the building for City Council meetings following physical distancing restrictions.

The City will work out payment arrangements if necessary, to allow people to catch up on the bill.

Utility customers may pay their bills on line, through the mail, or dropping their payment in the City Hall Drop Box located on the east side of the building on the lower level.

CITY COUNCIL OPTIONS: Approve, modify, or reject Resolution 1438 Extending the State of Emergency Due to CoVid-19.

RECOMMENDED MOTION: "I move to approve Resolution 1438 extending the State of Emergency due to CoVid-19."

RESOLUTION No. 1438

**A RESOLUTION OF THE CITY OF CASCADE LOCKS
EXTENDING THE DECLARATION OF A STATE OF EMERGENCY
DUE TO COVID-19**

WHEREAS, the novel coronavirus causes a disease known as COVID-19, which is a respiratory disease with the potential to cause serious illness or loss of life and is an immediate threat to public health and safety;

WHEREAS, multiple cases of COVID-19 have been detected in Oregon;

WHEREAS, the Governor of the State of Oregon has declared by Executive Order No. 20-03 a statewide public health state of emergency due to the outbreak of COVID-19 in Oregon;

WHEREAS, ORS 401.305 et seq. provides authority for the City of Cascade Locks to act as an emergency management agency, including authority to establish policies and protocols for defining and directing responsibilities during a time of emergency;

WHEREAS, to ensure the City of Cascade Locks is fully prepared for a local outbreak of COVID-19 and has the resources and authority needed to respond to the disease, a declaration of emergency is necessary;

WHEREAS, Hood River County's application for Phase 2 reopening has been delayed by the Governor; and

WHEREAS, the previously adopted Resolution declaring a state of emergency has or will expire, requiring an extension thereof.

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

SECTION 1. A local public health state of emergency due to COVID-19 exists within the territorial limits of the City of Cascade Locks.

SECTION 2. The previous Resolution declaring a state of emergency is extended, and shall remain in effect until July 31, 2020, unless sooner terminated or further extended.

SECTION 3. For the duration of the emergency, unless otherwise specified by the Council, the ordinary line of succession remains in effect.

SECTION 4. To protect the health of City employees, the City Administrator may issue emergency rules or guidance on the use of sick leave, telework, remote work, or other policies that shall be in effect only for the duration of the emergency.

SECTION 5. The City and its officials are authorized to take such actions and issue such orders as described in the City Code of Cascade Locks, Chapter 33, as are determined to be necessary to protect lives and property and to efficiently conduct activities that minimize or mitigate the effect of the emergency.

SECTION 6. The emergency procurement of goods and services are authorized pursuant to the Oregon Public Contracting Code.

SECTION 7. The City Administrator shall take all necessary steps authorized by law to coordinate the response and recovery of this emergency, including but not limited to, requesting assistance from the State of Oregon, Hood River County, and other governmental agencies.

SECTION 8. The City Administrator is authorized to cancel non-essential City commissions, committees, task forces and City events through August 31, 2020.

This resolution shall become effective upon adoption by the City of Cascade Locks City Council.

ADOPTED by the City Council this 27th day of July, 2020.

APPROVED by the Mayor this 27th day of July, 2020.

Tom Cramblett, Mayor

ATTEST:

Kathy Woosley, City Recorder

AGENDA ITEM NO: 5d

CASCADE LOCKS STAFF REPORT

Date Prepared: July 20, 2020

For City Council Meeting on: July 27, 2020

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Res. No. 1439 Setting Fees for Cascade Locks Cemetery

SYNOPSIS: The City has not raised the fees charged at the Cascade Locks Cemetery since November of 2001. Since that time the cost of labor and equipment to inter remains has increased about 50%. The cemetery operation is supported by the Cemetery Trust Fund, but two years ago there was significant activity in the cemetery and the City had to support the Cemetery Trust Fund. The City transferred \$3,300 to cover the deficit.

The Cemetery Trust Fund get 15% of the sexton fees charged. The remaining 85% covers the costs to do the work at the Cemetery.

The fees proposed reflect the fees charged at the various cemeteries in Hood River County. This resolution raises the fees to the comparable fees of Pine Grove and Upper Valley Cemeteries.

Because of the charter amendment passed in 2008, passing this resolution does not raise the fees. It sets the fees to be sent to the voters for approval in the next general election November 3, 2020.

CITY COUNCIL OPTIONS: Approve, modify, or reject Resolution No. 1439.

RECOMMENDED MOTION: "I move to approve Res. No. 1439 setting the fees for the Cascade Locks Cemetery."

RESOLUTION NO. 1439

**A RESOLUTION SETTING RATES FOR CASCADE LOCKS CEMETERY USE FEES;
AND REPEALING RESOLUTION NO. 929.**

WHEREAS, the City of Cascade Locks owns and maintains a cemetery;

WHEREAS, the City needs to establish fees for use of plots and services associated with the burial of human remains;

WHEREAS, the property in the cemetery requires maintenance;

WHEREAS, the rates for these services have not been increased since November, 2001;

WHEREAS, the rates are designed to cover the cost of these services;

WHEREAS, the rates established in this resolution shall be used for paying the costs of City services, and for preparing the new property for use as a cemetery, and to provide revenue for paying the costs of cemetery maintenance; and

WHEREAS, this resolution shall be referred to the voters for approval or rejection at the November 3, 2020 general election.

NOW, THEREFORE, THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS RESOLVES AS FOLLOWS:

Section 1. Cemetery Use Fees.

A. Sales of grave spaces or burial plots:

Grave spaces/burial plots*	\$ 700.00**
Smaller sized plots (up to four cremains)	400.00

* Vault or liner required

* Plot can accommodate up to six (6) urns

B. Sexton fees:

	<u>Weekdays</u>	<u>Holidays/Weekends/After Hours</u>
Opening and closing graves	\$650.00	\$ 1150.00
Opening and closing graves/infants	250.00	750.00
Inter cremains in grave spaces	250.00	750.00
Disinterment	1,500.00	Not Available
Niche/Memorial Wall Placement per Spot	1,500.00	

C. Marker Placements:*

Up to size 2'x 3' (864 square inches)	
With concrete base, 6" base required	\$100.00
Without concrete base, if City provides concrete base	\$ 150.00

- * All markers must be flush with ground
- * No outside installation allowed
- * No permanent plantings
- * Engravings on headstones/markers are the responsibility of the funeral home
- * All fees are split 85% to the Cemetery Fund and 15% to the Cemetery Trust Fund.

Section 2. Financial Arrangements.

- A. Grave spaces only may be purchased pre-need in installments, interest free, with a minimum monthly payment of one twelfth of the total sale.
- B. No other services will be sold pre-need.
- C. All above services must be paid in full at the time actual service is requested.
- D. Grave spaces and services fully paid before the adoption of this resolution will not be charged additional fees for those spaces or services.

Section 3. Rules for Use of the Cascade Locks Cemetery. The following rules are hereby set to compliment or stand in addition to all rules set forth in Ordinance No. 151, and shall be posted in a conspicuous place at the Cemetery.

- A. Fresh flowers, artificial flowers or potted plants may be placed on graves at any time, and will be removed when they become unsightly or at the discretion of the Public Works Superintendent.
- B. Only approved metal vases and containers will be allowed. Vases, containers and other objects made of glass are prohibited. Any items that are not in compliance with this rule will be removed by the Public Works Superintendent.
- C. No permanent plantings are allowed on or around the gravesites, except those set by the Public Works Superintendent. Any items that are not in compliance with this rule will be removed by the Public Works Superintendent.
- D. Christmas decorations are permitted during the Holiday season. Decorations will be removed when they become unsightly or at the discretion of the Public Works Superintendent.
- E. No animals are allowed in the Cascade Locks Cemetery, except seeing-eye dogs or other service animals that are engaged in performing their assistance tasks. Any animals in violation of this rule will be considered a public nuisance and are subject to the penalties cited in Ordinance No. 344.

Section 4. Repeal of Resolution No. 929. Resolution No. 929 is hereby repealed.

ADOPTED by the City Council this 24th day of July, 2020.

APPROVED by the Mayor this 24th day of July, 2020.

ATTEST:

Tom Cramblett, Mayor

Kathy Woosley, City Recorder

AGENDA ITEM NO: 5e

CASCADE LOCKS STAFF REPORT

Date Prepared: July 20, 2020

For City Council Meeting on: July 27, 2020

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Res. No. 1440 Referring Res. 1439 to the November General Election.

SYNOPSIS: Depending what the Council did with Resolution No. 1439, an approval of that resolution requires the measure to be sent to the General Election in November 2020.

This resolution refers the issue to the ballot and sets the ballot title and summary for the next election on November 3.

CITY COUNCIL OPTIONS: Approve, modify, or reject Resolution No. 1440.

RECOMMENDED MOTION: "I move to approve Res. No. 1440 referring Res. No. 1439 setting the fees for the Cascade Locks Cemetery to the November General Election."

RESOLUTION NO. 1439

**A RESOLUTION SETTING RATES FOR CASCADE LOCKS CEMETERY USE FEES;
AND REPEALING RESOLUTION NO. 929.**

WHEREAS, the City of Cascade Locks owns and maintains a cemetery;

WHEREAS, the City needs to establish fees for use of plots and services associated with the burial of human remains;

WHEREAS, the property in the cemetery requires maintenance;

WHEREAS, the rates for these services have not been increased since November, 2001;

WHEREAS, the rates are designed to cover the cost of these services;

WHEREAS, the rates established in this resolution shall be used for paying the costs of City services, and for preparing the new property for use as a cemetery, and to provide revenue for paying the costs of cemetery maintenance; and

WHEREAS, this resolution shall be referred to the voters for approval or rejection at the November 3, 2020 general election.

NOW, THEREFORE, THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS RESOLVES AS FOLLOWS:

Section 1. Cemetery Use Fees.

A. Sales of grave spaces or burial plots:

Grave spaces/burial plots*	\$ 700.00**
Smaller sized plots (up to four cremains)	400.00

* Vault or liner required

* Plot can accommodate up to six (6) urns

B. Sexton fees:

	<u>Weekdays</u>	<u>Holidays/Weekends/After Hours</u>
Opening and closing graves	\$650.00	\$ 1150.00
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Disinterment	1,500.00	
Niche/Memorial Wall Placement per Spot	1,500.00	Not Available

C. Marker Placements:*

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- * All fees are split 85% to the Cemetery Fund and 15% to the Cemetery Trust Fund.

Section 2. Financial Arrangements.

- A. Grave spaces only may be purchased pre-need in installments, interest free, with a minimum monthly payment of one twelfth of the total sale.
- B. No other services will be sold pre-need.
- C. All above services must be paid in full at the time actual service is requested.
- D. Grave spaces and services fully paid before the adoption of this resolution will not be charged additional fees for those spaces or services.

Section 3. Rules for Use of the Cascade Locks Cemetery. The following rules are hereby set to compliment or stand in addition to all rules set forth in Ordinance No. 151, and shall be posted in a conspicuous place at the Cemetery.

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- E. No animals are allowed in the Cascade Locks Cemetery, except seeing-eye dogs or other service animals that are engaged in performing their assistance tasks. Any animals in violation of this rule will be considered a public nuisance and are subject to the penalties cited in Ordinance No. 344.

Section 4. Repeal of Resolution No. 929. Resolution No. 929 is hereby repealed.

ADOPTED by the City Council this 24th day of July, 2020.

APPROVED by the Mayor this 24th day of July, 2020.

ATTEST:

Tom Cramblett, Mayor

Kathy Woosley, City Recorder

RESOLUTION NO. 1440

A RESOLUTION CALLING AN ELECTION TO SUBMIT TO CITY VOTERS A RESOLUTION TO INCREASE THE FEES CHARGED FOR USE OF THE CASCADE LOCKS CEMETERY

WHEREAS, the City of Cascade Locks currently operates the Cascade Locks Cemetery under a fee structure established in November, 2001;

WHEREAS, the fees charged by the City for the use of the Cascade Locks Cemetery are intended to cover the costs associated with providing burial services;

WHEREAS, the costs to provide the service have more than doubled since 2001 without any corresponding increase in fees;

WHEREAS, the City would like to add a new service by building a memorial wall than can provide both memorial plaque space and niche spaces for urn interment;

WHEREAS, the City will seek grant funding in order to build the memorial wall;

WHEREAS, any funds received by the City are split between the Cemetery Fund (85%) and the Cemetery Trust Fund (15%) in order to provide resources to operate the Cascade Locks Cemetery in the future; and

WHEREAS, the City has had to subsidize the Cascade Locks Cemetery Fund with money from the General Fund to cover the increased cost of operation, meaning all citizens have paid for services which are designed to be paid by the user.

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

SECTION 1. An election is called for in the City of Cascade Locks, Hood River County, Oregon, for the purpose of submitting to City voters a resolution raising the fees charged by the Cascade Locks Cemetery for interment services and establishing a fee for memorial wall services for the Cascade Locks Cemetery. The resolution is attached as Exhibit "A" and by this reference incorporated herein.

SECTION 2. November 3, 2020, is designated as the date for holding the election for voting on the measure.

SECTION 3. The election will be conducted by Hood River County Elections.

SECTION 4. The City Elections Officer will publish the ballot title as provided by state law, and file this measure with the Hood River County Elections Office.

SECTION 5. The Council adopts the following ballot title for referral:

CAPTION: SETS SERVICE FEES FOR SELF-SUSTAINING CITY CEMETERY OPERATIONS

QUESTION: Shall the City raise the fees for services provided at the Cascade Locks Cemetery to enable self-sustaining operations?

SUMMARY: The City has been operating the Cascade Locks Cemetery since 2001 with a fee structure designed to provide perpetual funding. Labor and materials costs for cemetery maintenance have increased almost 50% since then. As a result, money from the City's General Fund has been used to supplement operations. The General Fund consists of money from property taxes and franchise fees. This measure will allow the City to raise fees so the Cemetery will be fiscally self-sustaining.

With this measure, the City's pricing for cemetery services will be substantially equal to other cemeteries in Hood River County. The resolution proposed by this measure also provides for a new service; the offering of a memorial wall for plaques and niche interments for ashes to be placed in. The memorial wall will be constructed when grant funding is secured.

This measure will not increase the price for purchasing an individual plot. It will only increase the sexton fees which are charged at the time of interment. Plots will remain available for pre-purchase at any time.

SECTION 7. The City Recorder and other staff shall take all necessary steps to effectuate this Resolution.

SECTION 8. This Resolution is effective immediately upon adoption by the City Council.

ADOPTED by the City Council this 24th day of July, 2020.

APPROVED by the Mayor this 24th day of July, 2020.

Tom Cramblett, Mayor

ATTEST:

Kathy Woosley, City Recorder

