

**City of Rainier
City Council Meeting
August 4, 2025
6 p.m.
Rainier City Hall**

Mayor Jerry Cole called the council meeting to order at 6 p.m.

Council Present: Connie Budge, Scott Cooper, Jeremy Howell, Mike Kreger, Paul Langner and Denise Watson

Council Absent: Robert duPlessis

City Attorney Present: No

City Staff Present: Gregg Griffith, Police Chief; W. Scott Jorgensen, City Administrator; Russ Reigel, Public Works Director

Flag Salute

Additions/Deletions from the Agenda: Councilor Connie Budge suggested that the community room discussion be tabled to the September meeting. Mayor Jerry Cole suggested that the first reading of Ordinance 1102 be tabled to the September meeting. Council President Mike Kreger moved to table the first reading of Ordinance 1102 to the September meeting. That motion was seconded by Councilor Scott Cooper. Councilors Budge, Cooper, Jeremy Howell, Kreger, Paul Langner and Denise Watson all voted in favor. None were opposed.

Mayor's Address: Mayor Jerry Cole said he recently visited Washington D.C. and met with members of Oregon's federal delegation. He then presented Rainier Day plaques to the city's individual departments.

Visitor Comments: Margaret Cemulini asked about the status of the City's agreement with the Department of Environmental Quality and the U.S. Gypsum lawsuit settlement.

Consider Approval of the Consent Agenda

Consider Approval of the June 30, 2025 Regular Council Meeting Minutes—Kreger moved to approve the consent agenda. That motion was seconded by Cooper. Councilors Budge, Cooper, Howell, Kreger, Langner and Watson all voted in favor. None were opposed.

New Business

- a. First Reading of Ordinance 1102—Prohibiting Outdoor Burning; Providing for Exemptions; Establishing Penalties—this matter was tabled to the September meeting.
- b. Resolution 25-08-01—Setting Sewer Rates for Rightline, Inc., a Business Located Outside the City Limits of Rainier—Budge moved to approve the resolution. That motion was seconded by Kreger. Councilors Budge, Cooper, Howell, Kreger, Langner and Watson all voted in favor. None were opposed.

- c. Resolution 25-08-02—Setting U.S. Gypsum Water Rates—Kreger moved to approve the resolution. That motion was seconded by Langner. Councilors Budge, Cooper, Howell, Kreger, Langner and Watson all voted in favor. None were opposed.
- d. Resolution 25-08-03—Setting U.S. Gypsum Sewer Rates—Budge moved to approve the resolution. That motion was seconded by Kreger. Councilors Budge, Cooper, Howell, Kreger, Langner and Watson all voted in favor. None were opposed.

Unfinished Business

- a. Community Room Discussion—City Administrator W. Scott Jorgensen said he received an inquiry about renting the community room. The City should have a policy in place before renting the room out to anyone. The senior center has a policy, and he included that in the meeting packet. Cole said there should be a fee charged for any for-profit entity. The fee can be waived for an event that's for the community good. Budge asked about liability issues. Jorgensen said he can check with the City's insurance agent. Cooper suggested having a work session to evaluate which room to use for the council chambers. The upstairs area would probably be better for technology. Jorgensen said it would be easier for administrative staff to monitor the community room if it's in the current council chambers. The closest city employee to the upstairs room is the librarian, who is a contract employee, and monitoring a community room is not in his contract, duties or responsibilities. Council agreed by consensus to hold a separate work session on the matter at a future date.
- b. Wastewater Plant MAO—Jorgensen said he and Reigel requested an additional amendment to the City's agreement with the Department of Environmental Quality (DEQ). That agency sent over a draft revision. Reigel said it pushes some of the deadlines for wastewater plant improvements out for two years to allow for collection system repairs and flow monitoring to verify the results. Repairs are being done on 1,000 feet of sewer line on 4th Street and a camera is being run on another line. Council agreed by consensus to authorize staff to pursue the amended MAO with DEQ staff.

Reports

Reigel said that Nick North has signed up to take a utility locate class. A fire hydrant has been installed on Hickory Street and a water tap was installed on East E Street. Jorgensen said he's been promoting the new bus line to Longview, reaching out to property owners in the Lindberg area and obtaining the proper equipment to upgrade the council meeting broadcasts. Howell and Budge both thanked the public works department for the fire hydrant in their neighborhood.

City Calendar/Announcements—Cooper said the senior center's live auction is scheduled for October 11. Cole said the Rainier Oregon Historical Museum's grand opening is scheduled for August 9.

Cole adjourned the meeting at 7:04 p.m.

Mayor Jerry Cole

W. Scott Jorgensen, City Administrator

Accounts Payable

Check Detail

User: Elisha
Printed: 09/05/2025 - 10:02AM



Check Number	Check Date	Amount
020 - Lakeside Industries		
14959	08/07/2025	
Inv 328152		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/26/2025	Street Supplies	79.53
Inv 328152 Total		79.53
14959 Total:		79.53
020 - Lakeside Industries Total:		79.53
022 - Stephen D. Petersen, LLC		
14971	08/07/2025	
Inv 56777		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/30/2025	Atty Civil	610.00
Inv 56777 Total		610.00
14971 Total:		610.00
022 - Stephen D. Petersen, LLC Total:		610.00
029 - Quill Corporation		
14967	08/07/2025	
Inv 44881258		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/14/2025	Supplies	38.97
07/14/2025	Supplies	38.97
07/14/2025	Supplies	38.97
Inv 44881258 Total		116.91
Inv 44942449		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/17/2025	Supplies	80.60
07/17/2025	Supplies	80.59
07/17/2025	Supplies	80.60

Check Number	Check Date	Amount
Inv 44942449 Total		241.79
Inv 44959294		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/18/2025	Supplies	35.69
07/18/2025	Supplies	35.70
07/18/2025	Supplies	35.69
Inv 44959294 Total		107.08
14967 Total:		465.78
15012	08/20/2025	
Inv 44996506		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/22/2025	Supplies	32.02
07/22/2025	Supplies	32.02
07/22/2025	Supplies	32.02
Inv 44996506 Total		96.06
15012 Total:		96.06
029 - Quill Corporation Total:		561.84
030 - True Value		
15016	08/20/2025	
Inv July		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/31/2025	Marina	12.54
07/31/2025	Park R&M	11.19
07/31/2025	Water R&M	36.12
07/31/2025	Water R&M	12.00
Inv July Total		71.85
15016 Total:		71.85
030 - True Value Total:		71.85
035 - Wilcox & Flegel		
14977	08/07/2025	
Inv CL84997		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/31/2025	PW Fuel	205.54
07/31/2025	PW Fuel	205.54
07/31/2025	PW Fuel	205.54
Inv CL84997 Total		616.62

Check Number	Check Date	Amount
14977 Total:		616.62
14978	08/07/2025	
Inv	CL84397	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/31/2025	PD Fuel	800.08
Inv CL84397 Total		800.08
14978 Total:		800.08
15022	08/20/2025	
Inv	CL 86842	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/15/2025	PW Fuel	174.15
08/15/2025	PW Fuel	174.15
08/15/2025	PW Fuel	174.15
Inv CL 86842 Total		522.45
15022 Total:		522.45
15023	08/20/2025	
Inv	CL 864438	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/15/2025	PD Fuel	755.84
Inv CL 864438 Total		755.84
15023 Total:		755.84
035 - Wilcox & Flegel Total:		2,694.99
043 - Cowlitz Clean Sweep Inc		
14948	08/07/2025	
Inv	1368748	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/12/2025	Street Sweeping June	1,270.50
Inv 1368748 Total		1,270.50
14948 Total:		1,270.50
14991	08/20/2025	
Inv	1369472	
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date	Amount
08/07/2025	July Street Sweeping	242.00
Inv 1369472 Total		242.00
14991 Total:		242.00
043 - Cowlitz Clean Sweep Inc Total:		1,512.50
044 - Columbia River PUD		
14987	08/20/2025	
Inv 168		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/19/2025	Power	282.62
Inv 168 Total		282.62
Inv 169		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/19/2025	Power	51.01
Inv 169 Total		51.01
Inv 25017		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/19/2025	Power	42.08
Inv 25017 Total		42.08
Inv 7500		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/19/2025	Power	43.38
Inv 7500 Total		43.38
Inv 77473		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/19/2025	Power	39.75
Inv 77473 Total		39.75
14987 Total:		458.84
044 - Columbia River PUD Total:		458.84
049 - Mallory Company		
15001	08/20/2025	
Inv 6226159		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/07/2025	Gloves	49.60

Check Number	Check Date	Amount
08/07/2025	Gloves	49.61
08/07/2025	Gloves	49.60
Inv 6226159 Total		148.81
15001 Total:		148.81
049 - Mallory Company Total:		148.81
053 - Grainger		
14952	08/07/2025	
Inv 9579973299		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/21/2025	Supplies	67.29
07/21/2025	Park Supplies	152.35
07/21/2025	Supplies	67.28
07/21/2025	Launch Supplies	152.35
07/21/2025	Marina Supplies	152.35
07/21/2025	Supplies	67.29
Inv 9579973299 Total		658.91
Inv 958011929211		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/21/2025	Park Supplies	163.78
07/21/2025	Launch Supplies	163.77
07/21/2025	Marina Supplies	163.78
Inv 958011929211 Total		491.33
14952 Total:		1,150.24
053 - Grainger Total:		1,150.24
057 - Cowlitz River Rigging Inc		
14949	08/07/2025	
Inv 36087		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/25/2025	Marking Paint	62.89
07/25/2025	Marking Paint	62.89
07/25/2025	Marking Paint	62.88
Inv 36087 Total		188.66
14949 Total:		188.66
057 - Cowlitz River Rigging Inc Total:		188.66
060 - One Call Concepts Inc		

Check Number	Check Date	Amount
14963	08/07/2025	
Inv 5070451		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/31/2025	Locates	13.35
07/31/2025	Locates	13.34
07/31/2025	Locates	13.35
Inv 5070451 Total		40.04
14963 Total:		40.04
060 - One Call Concepts Inc Total:		40.04
069 - Sierra Springs		
15014	08/20/2025	
Inv 21810797		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/16/2025	Supplies	64.25
08/16/2025	Supplies	64.27
08/16/2025	Supplies	64.27
08/16/2025	Supplies	64.27
Inv 21810797 Total		257.06
Inv 21812111		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/16/2025	Tank Rental	8.98
Inv 21812111 Total		8.98
15014 Total:		266.04
069 - Sierra Springs Total:		266.04
077 - CIS Trust 10-000-350013		
15026	08/29/2025	
Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/26/2025	PR Batch 00001.08.2025 ER Paid AD&D	13.87
08/26/2025	PR Batch 00001.08.2025 CCIS employee paid extra life	246.97
08/26/2025	PR Batch 00001.08.2025 Increment Life	92.58
Inv Total		353.42
15026 Total:		353.42
077 - CIS Trust Total:		353.42

Check Number	Check Date	Amount
078 - Watkins Tractor & Supply Co		
14976	08/07/2025	
Inv 520448		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/29/2025	East E St R&M	231.98
Inv 520448 Total		231.98
Inv 520588		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/30/2025	ViewSt R&M	95.33
Inv 520588 Total		95.33
14976 Total:		327.31
078 - Watkins Tractor & Supply Co Total:		327.31
079 - Oregon Teamster Employer Trust 10-000-350013		
15028	08/29/2025	
Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/26/2025	PR Batch 00001.08.2025 Teamsters Health Ins ER Portio	26,655.60
08/26/2025	PR Batch 00001.08.2025 Emplpyee Health Ins Teamstrs	1,402.92
Inv Total		28,058.52
15028 Total:		28,058.52
079 - Oregon Teamster Employer Trust Total:		28,058.52
085 - Wilco		
15021	08/20/2025	
Inv 258609/13		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/24/2025	WWTP Supplies	124.48
Inv 258609/13 Total		124.48
15021 Total:		124.48
085 - Wilco Total:		124.48
089 - USA Blue Book		
14975	08/07/2025	
Inv 00786218		
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date	Amount
08/01/2025	WWTP Labs	396.78
Inv 00786218 Total		396.78
14975 Total:		396.78
089 - USA Blue Book Total:		396.78
091 - Oregon DEQ		
15007	08/20/2025	
Inv R75262		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/15/2025	Loan Fee	3,866.00
Inv R75262 Total		3,866.00
15007 Total:		3,866.00
15008	08/20/2025	
Inv R75262		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/15/2025	DEQ Loan Principal	81,092.00
08/15/2025	DEQ Loan Interest	11,095.00
Inv R75262 Total		92,187.00
15008 Total:		92,187.00
15009	08/20/2025	
Inv R75263		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/15/2025	Loan Fee	9,869.00
Inv R75263 Total		9,869.00
15009 Total:		9,869.00
15010	08/20/2025	
Inv R75263		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/15/2025	DEQ Loan Principal	207,014.00
08/15/2025	DEQ Loan Interest	28,323.00
Inv R75263 Total		235,337.00
15010 Total:		235,337.00

Check Number	Check Date	Amount
091 - Oregon DEQ Total:		341,259.00
096 - Rainier Police Department		
15013	08/20/2025	
Inv	COURT	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/14/2025	Police Training	884.75
Inv COURT Total		884.75
15013 Total:		884.75
096 - Rainier Police Department Total:		884.75
097 - Columbia County Treasurer		
14986	08/20/2025	
Inv	COURT	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/14/2025	Jail Fee July 2025	460.25
Inv COURT Total		460.25
14986 Total:		460.25
097 - Columbia County Treasurer Total:		460.25
101 - V O Printers, Inc		
15017	08/20/2025	
Inv	43362	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/15/2025	Michelle Business Cards & Stamp	124.56
Inv 43362 Total		124.56
15017 Total:		124.56
101 - V O Printers, Inc Total:		124.56
132 - Springbrook (C/O Wells Fargo), SBRK Finance Holdings Inc.		
14970	08/07/2025	
Inv	021403	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/31/2025	Civic Pay	72.50
07/31/2025	Civic Pay	72.50
Inv 021403 Total		145.00

Check Number	Check Date	Amount
14970 Total:		145.00
132 - Springbrook (C/O Wells Fargo), SBRK Finance Holdings Inc. Total:		145.00
152 - Purchase Power		
14966	08/07/2025	
Inv	0049-2607	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/05/2025	Postage Refill	252.25
08/05/2025	Postage Refill	250.00
Inv 0049-2607 Total		502.25
14966 Total:		502.25
152 - Purchase Power Total:		502.25
182 - NW Natural		
15005	08/20/2025	
Inv	989961-8	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/08/2025	WTP Power	29.63
Inv 989961-8 Total		29.63
15005 Total:		29.63
182 - NW Natural Total:		29.63
2017 - Mike George Paving		
15035	08/27/2025	
Inv	SCA	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/21/2025	SCA Project Paving Repairs	8,750.00
Inv SCA Total		8,750.00
15035 Total:		8,750.00
2017 - Mike George Paving Total:		8,750.00
2069 - Budge, Connie		
14982	08/20/2025	
Inv	2024	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/19/2025	Council Stipend	220.00

Check Number	Check Date	Amount
Inv 2024 Total		220.00
14982 Total:		220.00
2069 - Budge, Connie Total:		220.00
211 - Superior Tire Services		
15039	08/27/2025	
Inv	6659015	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/21/2025	Tire Repair	10.77
Inv 6659015 Total		10.77
15039 Total:		10.77
211 - Superior Tire Services Total:		10.77
2113 - Hudson Garbage Service		
14956	08/07/2025	
Inv	1536187S046	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/01/2025	Marina R&M	62.40
Inv 1536187S046 Total		62.40
14956 Total:		62.40
2113 - Hudson Garbage Service Total:		62.40
2135 - Columbia County Economic Team		
14985	08/20/2025	
Inv	ONV891399N24610	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/20/2025	CCET Dues	2,875.00
Inv ONV891399N24610 Total		2,875.00
14985 Total:		2,875.00
2135 - Columbia County Economic Team Total:		2,875.00
2164 - Cooper, Scott		
14989	08/20/2025	

Check Number	Check Date	Amount
Inv 2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/19/2025	Council Stipend	220.00
Inv 2024 Total		220.00
		<hr/>
14989 Total:		220.00
		<hr/>
2164 - Cooper, Scott Total:		220.00
222 - Hamer Electric, Inc		
14953	08/07/2025	
Inv 7705		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/05/2025	Park Outlets	576.43
Inv 7705 Total		576.43
		<hr/>
14953 Total:		576.43
14996	08/20/2025	
Inv 8154		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/14/2025	Street Lights R&M	9,177.90
Inv 8154 Total		9,177.90
		<hr/>
14996 Total:		9,177.90
		<hr/>
222 - Hamer Electric, Inc Total:		9,754.33
244 - Clatskanie PUD		
14946	08/07/2025	
Inv 2077		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/29/2025	Pole Contacts	255.60
Inv 2077 Total		255.60
		<hr/>
14946 Total:		255.60
14983	08/20/2025	
Inv August		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/19/2025	Power	1,622.39
08/19/2025	Power	3,205.72
08/19/2025	Power	94.46
08/19/2025	Power	94.47

Check Number	Check Date	Amount
08/19/2025	Power	94.46
08/19/2025	Power	268.27
08/19/2025	Power	2,955.11
Inv August Total		8,334.88
14983 Total:		8,334.88
244 - Clatskanie PUD Total:		8,590.48
3000 - ALS Group USA, Corp.		
14943	08/07/2025	
Inv 36-51-687097		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/24/2025	Water Labs	120.00
Inv 36-51-687097 Total		120.00
Inv 36-51-687257		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/26/2025	WWTP Labs	390.00
Inv 36-51-687257 Total		390.00
Inv 36-51-687652		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/30/2025	Water Labs	614.00
Inv 36-51-687652 Total		614.00
14943 Total:		1,124.00
14980	08/20/2025	
Inv 36-51-679122		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/30/2025	Water Sampling	620.00
Inv 36-51-679122 Total		620.00
Inv 36-51-685794		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/11/2025	Water Sampling	100.00
Inv 36-51-685794 Total		100.00
Inv 36-51-688386		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/07/2025	Water Sampling	655.00
Inv 36-51-688386 Total		655.00

Check Number	Check Date	Amount
Inv 36-51-688697		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/12/2025	Bio Solids	1,275.00
Inv 36-51-688697 Total		1,275.00
14980 Total:		2,650.00
3000 - ALS Group USA, Corp. Total:		3,774.00
3021 - Marlin Business Bank		
15002 08/20/2025		
Inv 21860542		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/14/2025	Admin Copier	164.00
Inv 21860542 Total		164.00
15002 Total:		164.00
3021 - Marlin Business Bank Total:		164.00
311 - Traffic Safety Supply Co., Inc.		
15015 08/20/2025		
Inv 083176		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/06/2025	Traffic Cones	198.54
08/06/2025	Traffic Cones	198.54
08/06/2025	Traffic Cones	198.54
Inv 083176 Total		595.62
15015 Total:		595.62
311 - Traffic Safety Supply Co., Inc. Total:		595.62
3115 - Jammie's Environmental, Inc.		
14998 08/20/2025		
Inv 250951		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/11/2025	Bio Solids	10,043.30
Inv 250951 Total		10,043.30
14998 Total:		10,043.30

Check Number	Check Date	Amount
3115 - Jammie's Environmental, Inc. Total:		10,043.30
3150 - DuPlessis, Robert		
14993	08/20/2025	
Inv 2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/19/2025	Council Stipend	240.00
Inv 2024 Total		240.00
14993 Total:		240.00
3150 - DuPlessis, Robert Total:		240.00
3156 - PRH Labor Law		
15011	08/20/2025	
Inv 10803		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/06/2025	PD Negotiations	756.00
Inv 10803 Total		756.00
15011 Total:		756.00
3156 - PRH Labor Law Total:		756.00
3476 - Kreger, Michael		
14999	08/20/2025	
Inv 2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/19/2025	Council Stipend	180.00
Inv 2024 Total		180.00
14999 Total:		180.00
3476 - Kreger, Michael Total:		180.00
3512 - Verizon		
15018	08/20/2025	
Inv 6120707870		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/10/2025	PW Cell & Tablets	91.90
08/10/2025	PW Cell & Tablets	91.90
08/10/2025	PW Cell & Tablets	91.89
Inv 6120707870 Total		275.69

Check Number	Check Date	Amount
15018 Total:		275.69
15041	08/27/2025	
Inv 6120724516		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/10/2025	PD Phones	407.85
Inv 6120724516 Total		407.85
15041 Total:		407.85
3512 - Verizon Total:		683.54
3513 - Comcast		
15031	08/27/2025	
Inv 877810899001234		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/15/2025	Analog Phones & Wifi	197.85
08/15/2025	Analog Phones & Wifi	212.09
08/15/2025	Analog Phones & Wifi	227.89
08/15/2025	Analog Phones & Wifi	227.89
08/15/2025	Analog Phones & Wifi	206.03
Inv 877810899001234 Total		1,071.75
15031 Total:		1,071.75
3513 - Comcast Total:		1,071.75
3514 - Core & Main LP		
14990	08/20/2025	
Inv X397419		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/30/2025	SEP Project	4,373.04
Inv X397419 Total		4,373.04
Inv X405196		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/30/2025	Hydrant @WA Way	3,809.79
Inv X405196 Total		3,809.79
14990 Total:		8,182.83
15032	08/27/2025	

Check Number	Check Date	Amount
Inv X530278		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/15/2025	Water R&M	1,385.35
Inv X530278 Total		1,385.35
15032 Total:		1,385.35
3514 - Core & Main LP Total:		9,568.18
3545 - InRoads Credit Union		
14957	08/07/2025	
Inv 1070 PW		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/15/2025	WWTP R&M	104.21
07/15/2025	Launch	52.97
07/15/2025	Park R&M	-70.20
07/15/2025	Breakroom	2,120.72
07/15/2025	WWTP Labs	138.78
07/15/2025	McConnell DEQ Cert Renew	174.48
Inv 1070 PW Total		2,520.96
14957 Total:		2,520.96
14958	08/07/2025	
Inv Admin		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/30/2025	Admin Supplies	24.21
07/30/2025	REDCO Software	35.00
07/30/2025	MIC System Hardware- Council Chambers	1,382.93
Inv Admin Total		1,442.14
14958 Total:		1,442.14
3545 - InRoads Credit Union Total:		3,963.10
3622 - Pacific Int-R-Tek		
14964	08/07/2025	
Inv 14159		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/24/2025	Collection System Rehab	6,452.50
Inv 14159 Total		6,452.50
14964 Total:		6,452.50

Check Number	Check Date	Amount
3622 - Pacific Int-R-Tek Total:		6,452.50
3627 - Black Rock Underground LLC		
15030	08/27/2025	
Inv 3790		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/22/2025	Coll. System Rehab- Fernhill-B st- 7th	103,393.47
Inv 3790 Total		103,393.47
15030 Total:		103,393.47
3627 - Black Rock Underground LLC Total:		103,393.47
3644 - More Power Computers, Inc.		
14962	08/07/2025	
Inv 17476		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/01/2025	MoreAware Essentials Agreement Onboarding Fee	121.67
07/01/2025	MoreAware Essentials Agreement Onboarding Fee	283.89
07/01/2025	MoreAware Essentials Agreement Onboarding Fee	446.12
07/01/2025	MoreAware Essentials Agreement Onboarding Fee	344.74
07/01/2025	MoreAware Essentials Agreement Onboarding Fee	344.70
07/01/2025	MoreAware Essentials Agreement Onboarding Fee	344.74
07/01/2025	MoreAware Essentials Agreement Onboarding Fee	141.95
Inv 17476 Total		2,027.81
Inv 17549		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/01/2025	IT Monthly Agreement	202.76
08/01/2025	IT Monthly Agreement	236.58
08/01/2025	IT Monthly Agreement	574.55
08/01/2025	IT Monthly Agreement	473.16
08/01/2025	IT Monthly Agreement	574.55
08/01/2025	IT Monthly Agreement	743.53
08/01/2025	IT Monthly Agreement	574.55
Inv 17549 Total		3,379.68
Inv 17550		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/01/2025	Office 365 Exchange	62.54
08/01/2025	Office 365 Exchange	48.82
08/01/2025	Office 365 Exchange	20.71
08/01/2025	Office 365 Exchange	62.54
08/01/2025	Office 365 Exchange	62.54
08/01/2025	Office 365 Exchange	62.54
08/01/2025	Office 365 Exchange	119.71
Inv 17550 Total		439.40

Check Number	Check Date	Amount
Inv 17585		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/06/2025	Laptops- Admin/Finance	1,273.00
08/06/2025	Laptops- Admin/Finance	1,273.00
Inv 17585 Total		2,546.00
14962 Total:		8,392.89
3644 - More Power Computers, Inc. Total:		8,392.89
3669 - Comcast Business		
14988	08/20/2025	
Inv 248003835		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/01/2025	Phones	126.27
08/01/2025	Phones	60.45
08/01/2025	Phones	60.45
08/01/2025	Phones	44.19
08/01/2025	Phones	53.50
08/01/2025	Phones	60.45
08/01/2025	Phones	45.30
Inv 248003835 Total		450.61
14988 Total:		450.61
3669 - Comcast Business Total:		450.61
3789 - Howell, Jeremy		
14997	08/20/2025	
Inv 2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/19/2025	Council Stipend	220.00
Inv 2024 Total		220.00
14997 Total:		220.00
3789 - Howell, Jeremy Total:		220.00
3824 - Mirrored Lamp LLC, Rian Allen Snider		
14961	08/07/2025	
Inv 25601		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/04/2025	July Librarian	5,460.00

Check Number	Check Date	Amount
Inv 25601 Total		5,460.00
14961 Total:		5,460.00
3824 - Mirrored Lamp LLC, Rian Allen Snider Total:		5,460.00
3829 - Urling, Alexander W, Urling (Skip)		
14974	08/07/2025	
Inv 109		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/04/2025	Planner- March-July	1,898.75
Inv 109 Total		1,898.75
14974 Total:		1,898.75
3829 - Urling, Alexander W, Urling (Skip) Total:		1,898.75
3831 - First Citizens Bank & Trust Co. (CiT)		
14994	08/20/2025	
Inv 47615728		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/14/2025	PD Copier	258.75
Inv 47615728 Total		258.75
14994 Total:		258.75
3831 - First Citizens Bank & Trust Co. (CiT) Total:		258.75
3835 - Solutions YES LLC		
14969	08/07/2025	
Inv 455282		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/31/2025	PD Copier	29.52
Inv 455282 Total		29.52
14969 Total:		29.52
3835 - Solutions YES LLC Total:		29.52
3840 - Watson, Denise		
15020	08/20/2025	
Inv 2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date	Amount
08/19/2025	Council Stipend	200.00
Inv 2024 Total		200.00
15020 Total:		200.00
3840 - Watson, Denise Total:		200.00
3877 - Titan Tree Care LLC		
15040	08/27/2025	
Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/26/2025	Public Property R&M	600.00
Inv Total		600.00
15040 Total:		600.00
3877 - Titan Tree Care LLC Total:		600.00
3898 - Langner, Paul		
15000	08/20/2025	
Inv 2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/19/2025	Council Stipend	260.00
Inv 2024 Total		260.00
15000 Total:		260.00
3898 - Langner, Paul Total:		260.00
3903 - Phil's Floor Covering		
15038	08/27/2025	
Inv 213		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/20/2025	Breakroom Counters	3,100.00
Inv 213 Total		3,100.00
15038 Total:		3,100.00
3903 - Phil's Floor Covering Total:		3,100.00
3909 - D&H Flagging Inc		
14950	08/07/2025	

Check Number	Check Date	Amount
Inv 127053		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/31/2025	Flagging: W C & Fern Hill	2,957.66
Inv 127053 Total		2,957.66
14950 Total:		2,957.66
14992	08/20/2025	
Inv 127170		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/07/2025	Collection System Project	2,606.52
Inv 127170 Total		2,606.52
14992 Total:		2,606.52
3909 - D&H Flagging Inc Total:		5,564.18
3912 - Delta Operations/The Automation Group INC		
14951	08/07/2025	
Inv C002388		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/01/2025	WTP Professional Services	2,520.78
Inv C002388 Total		2,520.78
14951 Total:		2,520.78
3912 - Delta Operations/The Automation Group INC Total:		2,520.78
3915 - Koch Management Services LLC		
15034	08/27/2025	
Inv 1139		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/25/2025	WWTP Professional Services- August	3,750.00
Inv 1139 Total		3,750.00
15034 Total:		3,750.00
3915 - Koch Management Services LLC Total:		3,750.00
3939 - TransUnion Risk & Alternative, Data Solutions, Inc.		
14972	08/07/2025	

Check Number	Check Date	Amount
Inv 373430-202507-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/01/2025	PD Supplies	75.00
Inv 373430-202507-1 Total		75.00
14972 Total:		75.00
3939 - TransUnion Risk & Alternative, Data Solutions, Inc. Total:		75.00
3947 - Northwest Watersheds LLC		
15004 08/20/2025		
Inv 25005-03		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/08/2025	W C St Stormwater Facility	2,931.75
Inv 25005-03 Total		2,931.75
15004 Total:		2,931.75
3947 - Northwest Watersheds LLC Total:		2,931.75
3963 - Shannon & Wilson, INC		
14968 08/07/2025		
Inv 158271		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/30/2025	WWTP Project Engineering	3,321.00
Inv 158271 Total		3,321.00
14968 Total:		3,321.00
3963 - Shannon & Wilson, INC Total:		3,321.00
3971 - McDermott Fence & Construction		
14960 08/07/2025		
Inv REFUND		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/24/2025	Refund Hydrant Meter	34.20
Inv REFUND Total		34.20
14960 Total:		34.20
3971 - McDermott Fence & Construction Total:		34.20

Check Number	Check Date		Amount
3972 - Beach Pump & Service, Co			
14944	08/07/2025		
Inv	2540		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/07/2025	R&M Centrifuge		1,913.00
Inv 2540 Total			1,913.00
			<hr/>
14944 Total:			1,913.00
			<hr/>
3972 - Beach Pump & Service, Co Total:			1,913.00
3973 - A & A Drilling Services, Inc.			
14979	08/20/2025		
Inv	25-912		
<u>Line Item Date</u>	<u>Line Item Description</u>		
07/30/2025	E 4th * E Street Hot Taps		6,021.00
07/30/2025	E 4th * E Street Hot Taps		5,871.00
Inv 25-912 Total			11,892.00
			<hr/>
14979 Total:			11,892.00
			<hr/>
3973 - A & A Drilling Services, Inc. Total:			11,892.00
3974 - Northwest Traffic Control			
15003	08/20/2025		
Inv	43501		
<u>Line Item Date</u>	<u>Line Item Description</u>		
08/14/2025	Flagging W B & 7th		7,008.25
Inv 43501 Total			7,008.25
			<hr/>
15003 Total:			7,008.25
15037	08/27/2025		
Inv	43506		
<u>Line Item Date</u>	<u>Line Item Description</u>		
08/21/2025	Flagging West B & 7th		6,628.25
Inv 43506 Total			6,628.25
			<hr/>
15037 Total:			6,628.25
			<hr/>
3974 - Northwest Traffic Control Total:			13,636.50
3975 - Wahkiakum County Eagle			

Check Number	Check Date	Amount
15042	08/27/2025	
Inv 406607		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/05/2025	Fuel Tax Ballot Notice	141.75
Inv 406607 Total		141.75
		<hr/>
15042 Total:		141.75
		<hr/>
3975 - Wahkiakum County Eagle Total:		141.75
406 - Cole, Jerry		
14984	08/20/2025	
Inv 2024		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/19/2025	Council Stipend	260.00
Inv 2024 Total		260.00
		<hr/>
14984 Total:		260.00
		<hr/>
406 - Cole, Jerry Total:		260.00
469 - United Battery		
14973	08/07/2025	
Inv L134696		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/17/2025	Park Equipment &M	136.29
Inv L134696 Total		136.29
		<hr/>
14973 Total:		136.29
		<hr/>
469 - United Battery Total:		136.29
549 - Columbia County Comm. Justice Dept.		
14947	08/07/2025	
Inv May/June		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/04/2025	Work Crew	1,500.00
Inv May/June Total		1,500.00
		<hr/>
14947 Total:		1,500.00
		<hr/>
549 - Columbia County Comm. Justice Dept. Total:		1,500.00

Check Number	Check Date	Amount	
581 - Home Depot Credit Services			
14955	08/07/2025		
Inv	July		
<u>Line Item Date</u>	<u>Line Item Description</u>		
07/21/2025	Supplies		10.78
07/21/2025	Veh/Equip R&M		16.66
07/21/2025	Small Tools		226.88
07/21/2025	Small Tools		226.87
07/21/2025	Park		331.25
07/21/2025	Small Tools		226.88
07/21/2025	Supplies		27.03
07/21/2025	Breakroom		1,212.18
07/21/2025	Veh/Equip R&M		16.66
07/21/2025	Veh/Equip R&M		16.66
Inv July Total			2,311.85
14955 Total:			2,311.85
581 - Home Depot Credit Services Total:			2,311.85
605 - Points S Tire Factory			
14965	08/07/2025		
Inv	1075294		
<u>Line Item Date</u>	<u>Line Item Description</u>		
08/01/2025	PD Car Expense		879.34
Inv 1075294 Total			879.34
14965 Total:			879.34
605 - Points S Tire Factory Total:			879.34
643 - Vilardi Electric, Inc			
15019	08/20/2025		
Inv	9828		
<u>Line Item Date</u>	<u>Line Item Description</u>		
08/15/2025	PD-Repair Outlets		184.00
Inv 9828 Total			184.00
15019 Total:			184.00
643 - Vilardi Electric, Inc Total:			184.00
673 - Cintas Corporation			
14945	08/07/2025		

Check Number	Check Date	Amount
Inv 4236825717		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/14/2025	Supplies	5.73
Inv 4236825717 Total		5.73
Inv 4237545763		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/21/2025	Supplies	52.46
Inv 4237545763 Total		52.46
Inv 4238271369		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/28/2025	Supplies	5.73
Inv 4238271369 Total		5.73
14945 Total:		63.92
673 - Cintas Corporation Total:		63.92
778 - Holly, Kenneth		
15033 08/27/2025		
Inv 098468		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/15/2025	Admin Copier	94.59
Inv 098468 Total		94.59
15033 Total:		94.59
778 - Holly, Kenneth Total:		94.59
822 - Minuteman Press		
15036 08/27/2025		
Inv 54083		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/20/2025	Marina R&M	114.86
Inv 54083 Total		114.86
15036 Total:		114.86
822 - Minuteman Press Total:		114.86
837 - Global Security & Comm. Inc.		

Check Number	Check Date	Amount
14995	08/20/2025	
Inv 137548		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/11/2025	City Hall Alarm	224.00
Inv 137548 Total		224.00
		<hr/>
14995 Total:		224.00
		<hr/>
837 - Global Security & Comm. Inc. Total:		224.00
978 - Bud Clary Ford Hyundai		
14981	08/20/2025	
Inv 99000122/1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/07/2025	PD Car Expense	2,411.69
Inv 99000122/1 Total		2,411.69
Inv 9900148/1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/07/2025	PD Car Expense	139.77
Inv 9900148/1 Total		139.77
		<hr/>
14981 Total:		2,551.46
		<hr/>
978 - Bud Clary Ford Hyundai Total:		2,551.46
985 - AFLAC 10-000-350020		
15025	08/29/2025	
Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/26/2025	PR Batch 00001.08.2025 AFLAC	184.21
Inv Total		184.21
		<hr/>
15025 Total:		184.21
		<hr/>
985 - AFLAC Total:		184.21
995 - Teamsters Local No. 58 10-000-350005		
15029	08/29/2025	
Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/26/2025	PR Batch 00001.08.2025 Dues	826.00
Inv Total		826.00

Check Number	Check Date	Amount
15029 Total:		826.00
995 - Teamsters Local No. 58 Total:		826.00
996 - Oregon Department of Revenue		
15006	08/20/2025	
Inv	July 2025	
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/14/2025	Court July	1,297.88
Inv July 2025 Total		1,297.88
15006 Total:		1,297.88
996 - Oregon Department of Revenue Total:		1,297.88
ORSGP - Oregon Savings Growth Plan		
15027	08/29/2025	
Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/26/2025	PR Batch 00001.08.2025 After Tax Oregon Savings Growt	25.00
08/26/2025	PR Batch 00001.08.2025 Oregon Growth Savings Plan	800.00
Inv Total		825.00
15027 Total:		825.00
ORSGP - Oregon Savings Growth Plan Total:		825.00
UB*00074 - HEIM, MICHAEL		
14954	08/07/2025	
Inv		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/31/2025	Refund Check 004281-001, 518 EAST 2ND ST	42.80
Inv Total		42.80
14954 Total:		42.80
UB*00074 - HEIM, MICHAEL Total:		42.80
Total:		629,964.61

ORDINANCE NO. 1102

AN ORDINANCE OF THE CITY OF RAINIER PROHIBITING OUTDOOR BURNING; PROVIDING FOR EXEMPTIONS; ESTABLISHING PENALTIES

WHEREAS, smoke from outdoor burning in populated areas can present a serious health hazard to individuals with respiratory ailments, including children, elderly people, individuals with cardiovascular disease and individuals with impaired respiratory function, including asthmatics and those with obstructive airway disease; and

WHEREAS, smoke from outdoor burning is a common cause of nuisance complaints between neighbors and is often a public nuisance impacting not only residents but the traveling public; and

WHEREAS, outdoor burning is one of the most frequently nuisance-related complaints placing demands on the limited personnel resources of the Columbia River Fire & District; and

WHEREAS, smoke pollution is an historical and traditional nuisance, especially considering the proven adverse health impacts of smoke on human beings; and

WHEREAS, the City of Rainier finds that it is in the interest of the public health, safety and welfare of the citizens of the City of Rainier to strictly regulate outdoor burning;

NOW, THEREFORE, THE CITY OF RAINIER ORDAINS AS FOLLOWS:

Section 1. Prohibitions

- a. Except as provided in Section 2 below, no person shall kindle, start, maintain or allow to be maintained, an “open outdoor fire.” For purposes of this ordinance, an “open outdoor fire” shall include an open outdoor fire within the ordinary definition and understanding of said words, and shall include but not be limited to, the outdoor burning of grass, hay, straw, or similar material, as well as commercially available fuel, wood, tree limbs, branches, leaves, trimmings or any other woody debris, trash, rubbish or garbage, regardless of whether the fire is in the open or contained in a fire ring, burn barrel, outdoor fireplace, trash burner, incinerator, barbecue pit, fire pit or other similar burning container.
- b. No person shall kindle, start, maintain or allow to be maintained, a garbage fire or rubbish fire. A garbage fire or rubbish fire is an open outdoor fire in which the materials burned are ordinarily found in household garbage and trash, including but not limited to food packaging, cardboard and plastic food containers, as well as putrescible and nonputrescible materials.

Section 2. Exemptions

The following activities are specifically exempted from the prohibition in Section 3 above:

- a. **Cooking Fire.** Outdoor fire used for pleasure, religious, ceremonial, cooking or similar purposes with the fire contained in a fireplace, barbecue grill, barbecue pit or other similar enclosure specifically designed for outdoor recreation or cooking.
Notwithstanding this exception, no outdoor fire is permitted in any type of burn barrel.
- b. **Recreation Fire.** A fire defined in Section 219 of the Oregon Uniform Fire Code, to wit: Recreation Fire is the burning of materials other than rubbish where the fuel being burned is not contained in an incinerator, outdoor fireplace, barbecue grill or barbecue pit (or other enclosure) and with a total fuel area of three feet or less in diameter and two feet or less in height for pleasure, religious, ceremonial cooking or similar purposes.
- c. **Biannual Burn Period.** An “open outdoor fire” may be allowed by special permit during the following special burn periods:
 - 1. A period beginning the first Saturday in April and ending the third Sunday in April
 - 2. A period beginning the first Saturday in November and ending the third Sunday in November.
 - 3. Such other periods as established by Resolution of the City Council.

Special permits shall be issued by the Columbia River Fire and Rescue District Fire Marshal. A permit may be issued only for the approved burn periods and shall contain such conditions and restrictions deemed necessary by the Fire Marshal to protect public health and safety, including but not limited to compliance with the Columbia County Fire Defense Board Rules for Open Burning. The holder of such special permit shall be allowed to build an open outdoor fire under the conditions of the permit only. Any deviation from the provisions of the permit shall be a violation of this Ordinance.

- d. **Training.** Fires set and maintained for fire fighting training or training fire protection personnel provided all safety precautions required by the Fire Marshal are met.
- e. **Emergency Fire.** When an emergency is declared by motion of the City Council, the Mayor may suspend the open burning ban and permit case by case burning subject only to the written or verbal approval of the Fire Marshal, and in accordance with such conditions and restrictions deemed necessary by the Fire Marshal to protect public health and safety.

Any open outdoor fire authorized in this Section shall only be used to burn commercially available fuel, wood, tree limbs, branches, leaves, trimmings or any other woody debris.

Section 3. Penalty

- a. A violation of Section 1, Paragraph (a) of this Ordinance shall be considered a “B” Violation punishable by a fine of up to \$300.
- b. A violation of Section 1, Paragraph (b) of this Ordinance or a second conviction under Section 1, Paragraph (a) of this Ordinance within 18 months shall be considered an “A” Violation punishable by a fine of up to \$600.
- c. A violation of the limits on exemptions set forth in Section 2 of this Ordinance or of any special permit condition granted pursuant to this Ordinance shall be considered a “B” Violation punishable by a fine of up to \$300. A second conviction within 18 months for

violation of the limitations set forth in Section 2 or of any special permit condition shall be a “A” Violation punishable by a fine of up to \$600.

- d. In addition to any fines imposed by the Court, the Court is specifically authorized to order abatement and restitution, as well as community service, not to exceed 48 hours.

Section 4. Inspection and Citation

- a. The following are listed “Enforcement Officers” and are hereby specifically authorized by law to make such investigations and inspections as are necessary to enforce the provisions of this Ordinance, and to issue violation citations to individuals or entities to appear in the Rainier Municipal Court:
 1. Any City Police Officer, Public Works Superintendent, City Administrator, the Fire Chief of Columbia River Fire and Rescue and his or her agents, employees or designees authorized to perform the duties of this Ordinance, and such other employees of the City of Rainier as are specifically identified in an Order or Resolution of the City Council.
- b. When it may be necessary to inspect any premises to enforce the provisions of this Code, any Enforcement Officer having reasonable cause to believe that there exists, upon a premises, a condition which is contrary to or in violation of this Ordinance, the Enforcement Officer, in accordance with administrative policy, may enter at reasonable times to inspect or to perform the duties imposed by this Ordinance, provided that if such premises be occupied that credentials be presented to the occupant and entry requested. If such premises be unoccupied, the Enforcement Officer shall first make a reasonable effort to locate the owner or other person having charge or control of the premises and request entry. If entry is refused, the Enforcement Officer shall have recourse to the remedies provided by law to secure entry, including specifically an administrative search warrant from the Municipal Court.

Section 5. Other Laws. Nothing in this Ordinance authorizes or commands or shall be interpreted as authorizing or commanding the performance of an activity which is in violation of any county, state or federal law or regulation or of any law or regulations of the Columbia River Fire and Rescue District.

This ordinance repeals Ordinance 959 and Section 15.10 of the Rainier Municipal Code. It is effective 30 days upon passage.

SIGNED and APPROVED this ____ day of _____, 2025.

Attested:

BY: _____
Jerry Cole, Mayor

BY: _____
Scott Jorgensen, City Administrator

ORDINANCE # 959

An Ordinance to adopt the Uniform Fire Code promulgated by the Western Fire Chiefs Association and the International Conference of Building Officials as the Fire Code of the City of Rainier, Oregon, requiring compliance with the Fire Code.

Whereas, the Western Fire Chiefs Association and the International Conference of Building Officials have promulgated the Uniform Fire Code (UFC) now in it's 1991 Edition, and;

Whereas, the City Council of the City of Rainier, Oregon finds a need for prescribing regulations governing conditions hazardous to life and property from fire and explosions.

Now therefore, the City Council of The City of Rainier, Oregon pursuant to authorization provided in ORS 478.910 and in conformance with the provisions of ORS 198.530 to 198.600 **ORDAINS** as follows:

SECTION 1. ADOPTION OF UNIFORM FIRE CODE WITH OREGON STATE AMENDMENTS, COLUMBIA COUNTY FIRE DEFENSE BOARD'S RULES FOR OPEN BURNING, AND OREGON ADMINISTRATIVE RULES:

That the Uniform Fire Code (UFC) now in it's 1991 Edition and appendices I-A, I-C, II-A, II-B, II-C, II-E, II-F, III-A, III-B, III-C, III-D, IV-A, V-A, VI-A, VI-B, VI-D, VI-E, VI-F as published by the Western Fire Chiefs Association and the International Association of Building Officials and amended by the State of Oregon as set out in Exhibit A, and the 1991 Edition of Uniform Fire Code Standards save and except such portions which are hereinafter deleted, added, modified or amended by this ordinance, is hereby adopted.

The City of Rainier, Oregon also adopts the Columbia County Fire Defense Board Rules for Open Burning; as set out in Exhibit B, as part of the code.

The City of Rainier, Oregon also adopts the following Oregon State Fire Marshal Administrative Rules, as set out in Exhibit C, as part of the code:

- (A) OAR 837-12-005 through 837-12-330 ("Fireworks in Oregon").
- (B) OAR 837-30-005 through 837-30-015 (National Fire Protection Association Standard No. 58 "Liquefied Petroleum Gas").
- (C) OAR 837-40-050 These rules shall apply to the selection, installation, inspection, maintenance and testing of portable fire extinguishing equipment.
- (D) OAR 837-40-060
 - (1) Pursuant to OAR 476.030, the following NFPA

standards promulgated by the National Fire Protection Association is adopted by reference as Authorized by OAR 183.360 (3).

- (2) NFPA No. 10 , Standard for Portable Fire Extinguishers, Edition 1988.
- (E) OAR 837-40-070 Whenever the following word or phrase appears in the referenced adoption, it shall be construed as follows:
 - (1) "Approved" shall mean Approved by the City of Rainier, Oregon.
 - (2) "Authority Having Jurisdiction" shall mean the City of Rainier, Oregon.
- (F) OAR 837-40-100 through 837-40-110 (National Fire Protection Association Standard No. 13 "Installation of Sprinkler Systems", Edition 1989).
- (G) OAR 837-40-120 Whenever the following word or phrase appears in the referenced adoption, it shall be construed as follows:
 - (1) "Approved" shall mean approved by the City of Rainier, Oregon.
 - (2) "Authority Having Jurisdiction" shall mean the City of Rainier, Oregon.
- (H) OAR 837-45-005 through 837-45-025 ("Smoke Detector Rule").
- (I) OAR 8377-61-005 through 837-61-015 ("Standardization of Fire Protection Equipment").
- (J) OAR 837-80-005 through 837-80-015 National Fire Protection Association Standard No. 59A "Liquefied Natural Gas").

The City of Rainier, Oregon adopts the following National Fire Protection (NFPA) Standards as set out in Exhibit D, as part of the Code.

- (A) NFPA Standard No. 46, Storage of Forest Products, 1990 Edition.

Save and except for portions as are hereinafter deleted, modified or amended by this Ordinance, the above mentioned Codes, Regulations and Standards are hereby adopted and incorporated by this reference as though fully set forth herein, and from the date on which this Ordinance shall take effect, the provisions thereof, shall be known as "The Fire and Life Safety Code of the City of Rainier, Oregon".

The whole of this Ordinance, including the codes hereby adopted, shall be filed and maintained in the record of the City of Rainier, Oregon and with the Oregon State Fire Marshal's Office and a copy posted at each Fire Station within the City of Rainier, Oregon as prescribed in ORS 478. 940.

SECTION 2. DEFINITIONS:

- (A) Revise the following definitions to read as follows:

9.103 "Administrator" shall mean the Fire Chief of the Rainier Rural Fire Protection District.

9.104 "Bureau of Fire Prevention" shall mean the Fire Prevention Division of the Rainier Rural Fire District.

9.108 "Fire Department" shall be defined as per ORS 489.110

9.112 "Jurisdiction" shall mean City of Rainier, Oregon.

9.117 "Occupancy Classifications" shall be defined in the Oregon State Building Code.

9.118 "Plumbing Code" shall mean the 1991 Edition of the State of Oregon Plumbing Specialty Code (State Plumbing Code).

9.123 "Uniform Code" shall mean the 1991 Edition of the State of Oregon Structural Specialty Code (State Building Code).

9.123 "Uniform Mechanical Code" shall mean the 1991 Edition of the State of Oregon Mechanical Specialty Code (State Mechanical Code).

SECTION 3. ESTABLISHMENT AND DUTIES OF THE FIRE PREVENTION BUREAU:

- (A) The Fire Prevention Bureau of the Rainier Rural Fire District is hereby established. This Bureau shall operate under the supervision of the Fire Chief of the District and shall be charged with the enforcement of the Code.
- (B) The Fire Chief may detail such members of the District as inspectors, as may be necessary.

SECTION 4. LIMITS OF DISTRICT IN WHICH STORAGE OF FLAMMABLE OR OMBUSTIBLE LIQUIDS IN OUTSIDE, ABOVE GROUND TANKS IS PROHIBITED:

- (A) The limits referred to in Section 79.501 of the UFC are herein established as follows:
CLASS I FLAMMABLE LIQUIDS - Shall comply with Article 79, and where allowed be restricted to those areas zoned General Commercial, Light Industrial, Heavy

Industrial, Heavy Commercial, and Medium Commercial.
CLASS II & III COMBUSTIBLE LIQUIDS - Location shall not be restricted other than specified in Section 79.503 with respect to property lines, public ways, and important buildings on the same property.

SECTION 5. LIMITS OF DISTRICT IN WHICH STORAGE OF LIQUEFIED PETROLEUM GAS IS TO BE RESTRICTED:

- (A) The installation of new Liquefied Petroleum Gas storage tanks where the aggregate capacity exceeds 2000 gallons water capacity shall be prohibited in those areas zoned Urban Residential, Urban High Density Residential, Interchange Commercial, Neighborhood Commercial, General Commercial.
- (B) This limitation may be altered at the discretion of the Fire Chief after consideration of special features such as topographical condition, nature of the occupancy and proximity to buildings, capacity of proposed gas tanks, and the degree of private fire protection to be provided.

SECTION 6. LIMITS OF DISTRICT IN WHICH STORAGE OF EXPLOSIVES AND BLASTING AGENT IS TO BE PROHIBITED:

- (A) The entire City except for those areas specifically approved by the Fire Chief.
- (B) This prohibition shall not apply to wholesale and retail stocks of small arms ammunition, explosive bolts, explosive rivets or cartridges for explosive-actuated power tools in quantities involving less than 500 pounds of explosive materials unless otherwise regulated by other provisions of this code.

SECTION 7. DELETIONS:

The following sections, subsections, sentences, words, numbers, and references from the 1991 edition of the UFC are excluded from the provisions of this code:

2.105	13.301 exception only
77.103	Article 77 Division II, III, IV
78.103	(a) 2, (b)
78.203	
80.103	(a)
80.110	
80.110	1(b)

Appendices: I-A 1.(b)

I-B
II-D
IV-B
VI-C

SECTION 8. AMENDMENTS TO THE 1991 UNIFORM FIRE CODE:

ARTICLE 2

ORGANIZATION, AUTHORITY, DUTIES AND PROCEDURES

2. 106 is amended to Read as follows:

Whenever requested to do so by the Fire Chief, or his authorized representative, or the City of Rainier Police Chief, may assign such available officers as in their discretion may be necessary to assist the Fire District in enforcing the provisions of this code.

2.303 is amended to read:

2.303 The City of Rainier, Oregon may utilize regional appeals advisory boards under ORS 476.113 to 476.115 in the administration of this code.

ARTICLE 4

PERMITS

Permits Required; 4.108 is amended to read as follows:

4.108 A permit shall be obtained from the Rainier Rural Fire District prior to engaging in the following activities, operations, practices or functions:

- (A) Flammable/Combustible Liquids: To install tanks for the storage of flammable or combustible liquids above ground in excess of 500 gallons in either individual or aggregate quantities as specified in Section 79.103 of this code. Note: This is for plans.
- (B) Agricultural Burning: To kindle or authorize the kindling or maintenance of any agricultural burn.
- (C) Open Burning: To kindle or authorize the kindling or maintenance of any open and/or barrel burning.
- (D) Places of Assembly: To conduct a fair, exhibition, or other special assembly event in any building, tent or other structure (see Article 25).

ARTICLE 9

DEFINITIONS AND ABBREVIATIONS

General Provisions

9.101 is amended to read as follows:

9.101 (a) Amendments. Whenever a reference is made to

exhibits A-B and the Uniform Fire Code now in its 1991 edition, the reference applies to all amendments and additions now or hereafter adopted by the City of Rainier, Oregon. Said amendments to said exhibits and/or the Uniform Fire Code now in its 1991 edition can be made a part of this ordinance by resolution of the City of Rainier, Oregon.

ARTICLE 10
FIRE PROTECTION

10.401(b) is amended to read:

3. No building shall be constructed, altered, enlarged, or repaired in a manner that by reason of size, type of construction, number of stories, location on property, occupancy, or any combination thereof creates a need for a fire flow in excess of 3500 gallons per minute. This will insure that the fire fighting capability of the Rainier RFD is not exceeded. Existing buildings that require a fire flow in excess of 3500 gallons per minute are not required to comply with the fire flow requirements of this section; however, alterations, additions, or repairs shall not further increase fire flow requirements for the building(s). Furthermore, if alterations, additions, or repairs made in any twelve (12) month period exceed fifty percent (50%) of the value of the building the entire building shall be made to conform with the fire flow requirements. In locations where potential fire flow requirements in excess of 3500 gallons per minute exist, consideration shall be given to structure separations, installation of automatic fire extinguishing systems, fire walls or other recognized elements to reduce maximum amount of the required fire flow of 3500 gallons per minute. Fire flow requirements in excess of 3500 gallons per minute may be allowed if in the opinion of the Rainier Rural Fire District Fire Chief all reasonable methods of reducing the required fire flow have been included within the development and no unusual hazard to life or property exists.

10.404 is added to read as follows:

- (A) Rural Water Supply: When an approved municipal type water supply is not available water supply for firefighting shall be provided in accordance with National Fire Protection Association (NFPA) Standard 1231, 1989 Edition, Standard on Water Supplies for Suburban and Rural Firefighting, which is hereby adopted and by this reference becomes a part of this ordinance. Commercial occupancies shall be equipped

with a smoke alarm system supervised by a central station which has been approved by the Fire Chief. The alarm system shall be installed in accordance with UFC Standards 14-1 and 14-2.

EXCEPTIONS:

1. When Smoke detection would produce adverse or false alarms, upon the judgement of the Fire Chief, fixed temperature/rate of rise heat detection may be substituted.
2. In other than the occupancies listed in ORS 479.010 (1) (i), where in the opinion of the Fire Chief the loss of a structure would not incur substantial impact on the community financially, the fire flow may be waived provided the building does not exceed a 1000 GPM required fire flow, is a light hazard occupancy, and has a smoke detection system installed throughout complying with the Uniform Fire Code Standard 14-1 and 14-2 that is monitored at a central station which has been approved by the Fire Chief.
3. When there are not more than two Group R-3 or Group M structures per acre the requirements of this section may be modified provided, in the opinion of the Fire Chief, Firefighting or rescue operations would not be impaired.

ARTICLE 11

GENERAL SAFETY PRECAUTIONS

11.203(a) is amended to read:

- (a) Permission to Burn shall be obtained in accordance with ORS 476.380, ORS 478.960 and the Columbia County Fire Defense Board Rules for Open Burning.

Appendix III-B (6) is added to read as follows:

6. FIRE HYDRANT REQUIREMENT: Fire hydrants shall have a minimum of Two - 2 1/2 inch discharges and One - 4 1/2 inch steamer port.

SECTION 9. HAZARDOUS MATERIALS

Due to the technical expertise required to determine compliance with the provisions of Article 80, the Fire Chief may implement the provisions of Section 2.302 of this code.

SECTION 10. APPEALS

- (A) When any person seeks relief from a decision of a fire official enforcing provisions of this code, including permits, waivers, alternate materials or methods, approval or variances or matters of interpretation, he

may request reconsideration of the decision by appealing to the Fire Chief in writing within fifteen (15) days of the receipt of the decision. The Fire Chief may affirm, modify, revoke, or vacate the order under consideration.

- (B) After such reconsideration by the Fire Chief, any person seeking relief from the decision of the Fire Chief regarding the order may appeal to a Board of Appeals as established by Section 2.303. Such appeal shall be filed in writing with the Fire Chief within 30 days of the Fire Chief's decision. The Board may, by majority vote, affirm modify, or revoke the action of the Fire Chief provided the spirit of the code is complied with, public safety secured, and substantial justice done.

SECTION 11. PENALTIES

- (A) Violations of the provisions of this Code may be prosecuted under ORS 198.600 Pursuant to ORS 478.990, continued violation of the code or refusal to remove a fire hazard by one responsible for conformity to the Code, is punishable upon conviction by a fine of not less than \$10.00 nor more that \$100.00 for each offense. Each day's continued refusal to conform to the code or remove a fire hazard after notice by the inspecting officer is a separate offense.
- (B) The application of the above penalty shall not prevent the removal of prohibited conditions as specified in Section 2.204(c).
- (C) In case of fire resulting directly or indirectly from failure or neglect to promptly comply with the provisions of either a Notice of Violation or permit, issued by the Fire Chief to abate a hazard within the time stipulated on the notice, the person or persons so notified shall be liable to civil action for the payment for all expenses incurred by the District in and about the use of the apparatus, materials and manpower in extinguishing any fire resulting from such cause.
- (D) Enforcement procedures: Notice of Violation; The Fire Chief shall give notice of any discovered Fire Code violation to a person who is responsible for correcting such violation. The Notice shall state the time by which the violation is to be corrected and indicate the opportunity to appeal the notice of deficiency. The Fire Chief may extend the time for complying and may issue one or more additional notices before giving notice of intent to seek judicial remedies. If after written notice of code violations, a person having the duty to correct the violation refuses to do so, the inspecting officer may serve upon such person a notice

as follows:

**SAMPLE
PRE-COMPLAINT LETTER**

_____ Date
_____ Certified Mail
_____ Return Requested
_____ Delivered in Person

Dear _____,

Rainier Rural Fire District conducted a Fire Safety inspection at the following:

NAME _____
ADDRESS _____
DATE _____

At the time a notice of violation was issued indicating the corrections required to provide compliance with the applicable codes, regulations and ordinances. Compliance is required by the Uniform Fire Code, Section 3.102. Reinspections were made on _____ in an attempt to gain compliance with the above mentioned Fire Code regulations. We were unsuccessful in obtaining compliance.

This letter is to inform you that a Fire Inspector for Rainier Rural Fire District will make a reinspection at the above mentioned establishment on _____, to determine if the necessary corrections have been made. If the violations have not been corrected by this date, you may be subject to:

- (1) A citation and fine in the Municipal or District Court,
or
- (2) Any other civil process as allowed by law. Violations of the Fire Code are punishable by a fine of up to \$100.00 per day that the violation continues.

This letter is written as a courtesy notification, with the goal in mind that your present compliance will avoid the necessity of legal action.

Terry L. Grice, Fire Chief

- (E) False Alarms. For violations of article 13.203 of this code and in addition to the above fines that may be given, the courts may order that the responsible person or persons pay for all costs of responding fire personnel and apparatus as set by the State Fire

Marshal's schedule.

- (F) The City or County may seek any equitable remedy as allowed by law, including injunctions and restraining orders.

SECTION 12. REPEAL OF CONFLICTING ORDINANCES

No repeal of conflicting ordinance as of this date.

SECTION 13. VALIDITY


Should any section, subsection, paragraph, sentence, clause, article, or any other portion of these adopted codes and regulations, be for any reason held unconstitutional, invalid or unenforceable by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions.

SECTION 14. EFFECTIVE DATE

This Ordinance shall take effect and be in force upon the thirtieth day after the approval by resolution of the City Council of City of Rainier, Oregon as Provided in ORS. 478.924.

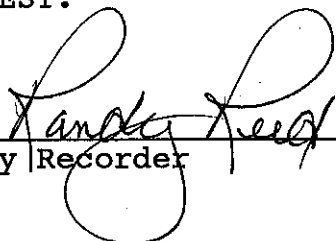
ADOPTED THIS 20 DAY OF March, 1995.

City of Rainier, Oregon
City Council:



Mayor

ATTEST:



City Recorder

ORDINANCE NO. 1103

AN ORDINANCE PERMITTING AND REGULATING THE USE OF UTILITY TASK VEHICLES (UTVs) AND GOLF CARTS ON CITY STREETS

WHEREAS, the City of Rainier recognizes the need for alternative, fuel-efficient, and low-speed vehicles for transportation within city limits;

NOW, THEREFORE, the City Council of the City of Rainier ordains as follows:

SECTION 1: DEFINITIONS

1.1 “Utility Task Vehicle (UTV)” – A side-by-side motorized vehicle with off-road capabilities, designed for two or more occupants, equipped with a steering wheel, seat belts, roll cage, and cargo area.

1.2 “Golf Cart” – A small motor vehicle originally designed for use on a golf course, with a top speed not exceeding 20 miles per hour.

1.3 “City Streets” – Public roads and rights-of-way within the Rainier city limits, not including state highways or private roads unless specifically designated.

SECTION 2: PERMITTED USE

2.1 UTVs and golf carts are permitted on Rainier city streets with a posted speed limit of 35 mph or lower.

2.2 Crossing higher-speed roads (such as U.S. Highway 30) is only allowed at controlled intersections with marked crossings.

2.3 These vehicles are not permitted on sidewalks, the pedestrian trail system, or in city parks unless specifically designated by signage.

SECTION 3: REQUIRED SAFETY EQUIPMENT

All UTVs and golf carts operating on city streets must include:

- Functioning headlights, taillights, and brake lights
- Turn signals or the ability to use hand signals
- At least one rearview mirror
- A functioning horn
- A slow-moving vehicle emblem or reflective triangle on the rear
- Seat belts for all occupants (UTVs only)

- Rollover protection system (ROPS) for UTVs

SECTION 4: OPERATOR REQUIREMENTS

4.1 Operators must:

- Be at least 16 years old
- Possess a valid Oregon driver's license
- Carry proof of liability insurance for the vehicle

4.2 No person shall operate a UTV or golf cart while under the influence of alcohol or controlled substances.

4.3 Passengers must remain seated at all times while the vehicle is in motion.

SECTION 5: CITY REGISTRATION & PERMITTING

5.1 All vehicles must be registered with the City of Rainier and display a city-issued permit decal on the rear of the vehicle.

5.2 The permit application must include:

- Completed application form
- Proof of insurance
- Copy of valid driver's license
- Payment of a \$25 annual fee
- Safety inspection certification from Rainier Police Department or a designated inspection office

SECTION 6: PROHIBITED AREAS

- U.S. Highway 30 except at legal crossings
- A Street and East 5th Street where posted over 35 mph
- All sidewalks, school grounds, and public trails

Rainier Public Works will post signage in prohibited zones.

SECTION 7: ENFORCEMENT & PENALTIES

7.1 Violations are punishable by:

- First offense: Warning or fine up to \$100
- Second offense: Fine up to \$250 and possible permit suspension
- Third offense: Revocation of permit for 12 months

7.2 Rainier Police Department shall be responsible for enforcement.

SECTION 8: SEVERABILITY

If any part of this ordinance is declared invalid, the remaining portions shall remain in effect.

SECTION 9: EFFECTIVE DATE

This ordinance shall take effect 30 days after adoption by the Rainier City Council.

PASSED AND ADOPTED by the City Council of Rainier, Oregon, this ____ day of _____, 2025.

Attested:

BY: _____

Jerry Cole, Mayor

BY: _____

Scott Jorgensen, City Administrator

ORDINANCE NO. 1054

AN ORDINANCE ESTABLISHING AN ASSESSMENT FOR POLICE TRAINING PURPOSES.

- Sections**
- 1. Short Title**
 - 2. Assessment Fee Established.**
 - 3. Fee Not a Tax.**

Section 1. Short title.

This Chapter shall be known as the "Police Officer Training Fee Ordinance."

Section 2. Assessment Fee Established.

(1) Except as provided in subsection (2) of this Section, whenever the Rainier Municipal Court imposes a Fine, orders a Default or orders a Bail Forfeiture as penalty for violation of a City Ordinance provision, including Oregon Statutes adopted by reference, concerning a criminal action as defined in ORS 131.005, a Police Officer Training Fee in addition to such Fine, Default or Bail Forfeiture shall be collected and credited to the City General Fund, to be used for Police Department training and training-related expenses. The fee schedule shall be established by Resolution of the City Council and may from time-to-time be revised by Resolution of the City Council.

(2) If the Municipal Court determines that the person issued the Citation did not commit the offense or has established an affirmative defense, or the charge is dismissed for whatever reason, no fee shall be imposed for the offense. The fee does not apply to citations for violation of parking limitations established by City Ordinance, Resolution or Order.

(3) The amount of the fee shall be added to any bail Amount for those who do not contest the citation and shall be included as part of the judgment for all those who contest the citation and are determined to have committed the offense. When any deposition of bail is made for an offense to which this section applies, the person making such deposit shall also deposit a sufficient amount to include the fee prescribed pursuant to this chapter.

(4) If bail is forfeited or applied, the fee prescribed pursuant to this section shall be deducted. If bail is returned, the fee paid shall also be returned, less normal administrative charges per state statute.

(5) Proceeds from collection of the fee shall only be used for police department training and training-related expenses. The Chief of Police will certify such expenditures.

Section 3. Fee is Not a Tax.

The City Council determines that the Police Officer training fee imposed by this Chapter is not a tax subject to the property tax limitations of Article XI, Section 11(b) of the Oregon Constitution.

**BEFORE THE CITY COUNCIL OF
THE CITY OF RAINIER**

RESOLUTION #25-09-01

**A RESOLUTION ESTABLISHING A FEE SCHEDULE FOR CERTAIN POLICE
DEPARTMENT SERVICES**

WHEREAS, The City strives to provide services in the most cost-effective manner possible; and

WHEREAS, The City incurs costs for providing some of those services; and

WHEREAS, it is in The City's best interests to recover those costs whenever possible;

NOW THEREFORE, IT IS HEREBY RESOLVED, that the Rainier City Council has adopted the following fee schedule for police department services, effective immediately upon passage:

Description	Fee
Documents/Reports	\$25, plus \$0.10 per page over 10 pages
Body Camera Footage	\$115 first 10 minutes; \$95 for each additional 10 minutes of footage
Staff Research Fee	\$80 per hour; no charge for the first 30 minutes
Payment Plan Setup Fee	\$25 for 1-6 months; \$50 for 6-12 months
Police Officer Training Fee	\$50 for traffic citations, unless dismissed
Court Cancellation Fee	\$150
Impound Release	\$50
Fingerprint Card	\$20
Photos	\$20

Passed and Approved this 15th day of September, 2025.

Jerry Cole, Mayor

ATTESTED:

W. Scott Jorgensen, City Administrator



CITY OF RAINIER LEAK ADJUSTMENT REQUEST FORM

The City of Rainier has a practice of issuing partial utility bill credits for water leaks that are repaired in a timely manner. The City expects leaks to be repaired within 14 days of discovery. An adjustment is calculated based on the excess consumption and the credit amount is then applied to the account, providing that no adjustment will be made for water lost more than seven days beyond notification of a possible leak.

A leak adjustment may be granted if the leak occurred on the customer's side of the meter and proof is provided to City staff to confirm that the leak was repaired. If a leak continues for two or more billing cycles, there will be no adjustment for the second or subsequent cycle. The minimum leak adjustment is \$20. Any adjustment will exclude the City's costs of providing the water service, as determined by the Public Works Director.

No adjustment may be given on delinquent accounts or if a previous credit was given at the same address within the last six months. Any customer who disagrees with the adjustments may contact the City Administrator to appeal the decision before the City Council.

Date: _____ Account Number: _____

Name on the Account: _____

Mailing Address: _____

Service Address: _____

Daytime phone: _____ Evening phone: _____

Date the leak was detected: _____

Date the leak was repaired: _____

Location of water leak: _____

Repaired by whom: _____

Description of repairs: _____



I acknowledge that the information given above is true and correct to the best of my knowledge. I have read and understand the City's practices regarding credit for leak adjustment. I understand that I am not eligible for another leak credit until 6 months from the granting of this credit.

Signature

Date

Owner signature if rental

Date

OFFICE USE ONLY

Inspected By: _____
City Official

☐ Approved

☐ Denied: Reason _____

Total Credit: \$ _____

Issued By: _____ Date Applied: _____

**BEFORE THE CITY COUNCIL OF
THE CITY OF RAINIER**

RESOLUTION #25-09-02

**A RESOLUTION ESTABLISHING CRITERIA TO ADJUST EXCESSIVE
WATER BILLS DUE TO LEAKS**

WHEREAS, the City of Rainier provides water service to residential and commercial customers; and

WHEREAS, water leaks can cause substantial billing increases to those customers, creating potential hardship; and

WHEREAS, a policy is needed to ensure that residential and commercial customers who experience water leaks are treated fairly and equitably;

NOW THEREFORE, IT IS HEREBY RESOLVED, that the Rainier City Council adopts the following leak adjustment request form and the policies contained therein, effective immediately upon passage of this resolution.

Passed and Approved this 15th day of September, 2025.

Jerry Cole, Mayor

ATTESTED:

W. Scott Jorgensen, City Administrator

**APPLICATION FOR SERVING ON
CITIZEN ADVISORY BOARDS/COMMITTEES
CITY OF RAINIER**

Date: June 20, 2022

Name: Sharon Erdman

Mailing Address: Erdman.Sharon@yahoo.com

Street Address: 712 west 'C' st

Phone Number: 360-431-3025

Length of Residency in Rainier: 32 yrs

I am interested in serving on one or more of the following Boards/Committees of the City of Rainier. (See back for descriptions.)

☐ City Council

☐ Planning Commission (volunteer)

☒ Library Board (volunteer)

☐ Budget Committee (volunteer)

☐ Park Advisory Group (volunteer)

☐ 'A' Street Advisory Committee (volunteer)

1. Why are you interested in serving on this Board or Committee?

I worked for the Longview School district for 22 years, and my positions allowed me to support students, with their literacy skills.

2. What strengths do you possess to contribute to this Board or Committee?

I am a good listener.

I believe in the importance of literacy in all ages --

and I enjoy reading.

3. Do you have previous or current experience in community affairs? If so, please explain.

I have not engaged in local affairs.

Thank you for completing this questionnaire and your interest in serving your community.

**APPLICATION FOR SERVING ON
CITIZEN ADVISORY BOARDS/COMMITTEES
CITY OF RAINIER**

Date: 7/31/2025
Name: Kayla Hendrickson
Mailing Address: 31052 Brownlee Rd Rainier, OR 97048
Street Address: _____
Phone Number: 253.355.1774
Email Address: Kaylahendrickson91@gmail.com
Length of Residency in Rainier: 1 month
Are You a Registered Voter in the City of Rainier? NO

I am interested in serving on one or more of the following Boards/Committees of the City of Rainier. (See back for descriptions.)

- | | |
|---|--|
| <input type="checkbox"/> City Council | <input type="checkbox"/> Planning Commission (volunteer) |
| <input checked="" type="checkbox"/> Library Board (volunteer) | <input type="checkbox"/> Budget Committee (volunteer) |
| <input type="checkbox"/> Park Advisory Group (volunteer) | <input type="checkbox"/> 'A' Street Advisory Committee (volunteer) |

1. Why are you interested in serving on this Board or Committee?

I am passionate about supporting access to knowledge, literacy, entertainment and community learning opportunities.

2. What strengths do you possess to contribute to this Board or Committee?

I bring strong organizational skills, communication as well as experience in collaborative decision making. My enthusiasm for reading, education and community outreach will help to contribute fresh ideas to enhance library services and programs.

3. Do you have previous or current experience in community affairs? If so, please explain.

I have been previously involved in the planning of 3 "Walk for the Cure" events with the American Cancer Society. I am the current office manager and financial officer of Cabin Kids Preschool in Buckley WA and previously served on the PTA board at my children's elementary school in Suffolk, VA.

Thank you for completing this questionnaire and your interest in serving your community.

APPLICATION FOR SERVING ON
CITIZEN ADVISORY BOARDS/COMMITTEES
CITY OF RAINIER

Date: 7/30/25

Name: Patricia Sue Lowery

Mailing Address: 29513 Washington Way Rainier, OR 97048
Street Address: 29513 Washington Way Rainier, OR 97048

Phone Number: 503-298-0739

Length of Residency in Rainier: 3 years

I am interested in serving on one or more of the following Boards/Committees of the City of Rainier. (See back for descriptions.)

☐ City Council
☒ Library Board (volunteer)
☐ Budget Committee (volunteer)
☐ 'A' Street Advisory Committee (volunteer)
☐ Planning Commission (volunteer)

1. Why are you interested in serving on this Board or Committee?
There is an opening and I'm interested in getting involved and helping my community.

2. What strengths do you possess to contribute to this Board or Committee?
Good communication skills.
Willingness a time to serve the community.
Good Project Management skills.
Love of Books and working with others.

3. Do you have previous or current experience in community affairs? If so, please explain.

Not directly but I've often done presentations for governmental agency in my previous positions of Construction, Design, Architectural Drafting, and historical Preservation.
Thank you for completing this questionnaire and your interest in serving your community.

Sue Lowery, LEED AP
1110 8th St.
DeWitt, Iowa 52742

Home Phone 563-659-2535
Cell Phone 563-613-0882
E-mail slowstry@yahoo.com



Gere/Dismer Architects
124 Arts Alley
Rock Island, Illinois 61201
309-786-9910
Nov. 1998 – Nov. 2010

Project Manager/
Draftsperson

Produced Construction Drawings and Specifications, Performed Field Measurements and Verifications, Conducted Job Site Observations, Attended Weekly Construction Meetings and worked closely with Owners, Consultants and Contractors throughout the Design and Construction Process, Reviewed and Approved Shop Drawings, Performed Code Reviews, Mentored Summer Interns and Students, Produced Punch Lists, Reviewed and Approved Pay Applications, Participated in Bidding and Negotiations, Reviewed and Recommended Contractor Proposals. Made Presentations to Owners, Boards of Directors, City Historic Commissions and to Code Officials, Prepared Graphics and Presentation Work for Marketing Purposes and for Response to RFQ's.

Earlier Work Experience:

John M. Frey Company, Bettendorf, Iowa, - Inside Sales
Importer and master distributor of commodity plumbing products to the wholesale industry. Responsible for 5 state territory working directly with customers as well as directing and coordinating the efforts of 3 rep firms working within this territory

Lowie's Home Centers, Davenport, Iowa, - Millwork Specialist and Plumbing Department Manager. Responsibilities included employee management and scheduling, inventory control and stocking, customer service, project design and special order services

Burger Construction Company, Iowa City, Iowa, - Laborer/Carpenter. Worked for a large non-union construction company specializing in commercial projects in both renovation and new construction.

University of Iowa Hospitals and Clinics, Iowa City, Iowa - Secretary, Construction
Coordination Department, Responsible for handling the paperwork that passed between the Owner, Architects, Engineers and Contractors.

Education

University of Iowa
Clinton Community College
Avatech Training
Autodesk University
Augi CAD Camp

BA Psychology
AutoCad, Auto Lisp, Architectural Drafting,
Electronic Color Control (Adobe Illustrator),
Electronic Imaging (Adobe Photoshop),
Parametric Solid Modeling (AutoCad
Mechanical Desktop/Designer)
Revit Architecture
Revit Architecture, Ecotect, Project Newport
Revit Architecture, Ecotect, Green Building
Studios

Personal Accomplishments

LEED Certification
Low's "Outstanding Employee" award
Business in the schools program, Welton Elementary School
Designed, engineered and built with donations and parent volunteers a large wood play structure for West Branch Elementary School
Iowa Governors' award for "Volunteers in Education"
Reading in the Schools program, West Branch Elementary School
Designed, engineered and built with donations and parent volunteers several small play structures for Willowwind School in Iowa City
Rebuilt a large 1850's structure from the ground up, including new foundations, plumbing, electrical, floors, walls, roof, windows and doors for my personal home
Member of the University of Iowa Hospital and Clinics Energy Management Committee
Past President of the Iowa Solar Energy Association
VISTA Volunteer, Harper, Kansas, alternative energy and weatherization program

Project Portfolio Available upon request



Sue Lowery, LEED AP
42280 Lois Loop #11
Astoria, OR 97103

Home Phone 503-458-5645
Cell Phone 503-298-0739
E-mail slowery@yahoo.com

Portland Community College
9700 SW Capitol Hwy Suite 260
Portland, OR 97219
971-722-8430
Mar. 2011 – Jan. 2017

Position was responsible for providing support for College Architect, Project Managers and Construction Teams tasked with the design and management of \$500 million dollars in bond funded construction work. Daily tasks & responsibilities included: Setting up and maintaining a system of college archives for construction drawings and other construction documents. Coordinated and responded to requests for information from multiple architecture teams and their consultants for college documents and information. Printed and distributed construction documents for college stakeholders and bond office staff for review. Designed and managed a series of district-wide projects to add electronic security (card reader access and video surveillance) to multiple campuses and buildings. Produced, updated and distributed a wide variety of multimedia and Revit documents for college use including Revit Masterplans for all college buildings. Managed, maintained and updated a wide variety of software, cloud servers, ftp sites and products for sharing and coordinating electronic and printed information. Produced and maintained college library of evacuation, wayfinding and emergency services maps.

Gere/Dismer Architects
124 Arts Alley
Rock Island, Illinois 61201
309-786-9910
Nov. 1998 – Nov. 2010

Project Manager/
Draftsperson

Produced construction drawings and specifications, Performed field measurements and verifications, Conducted job site observations, Attended weekly construction meetings and worked closely with owners, consultants and contractors throughout the design and construction process, Reviewed and approved shop drawings, performed code reviews, mentored summer interns and students, Produced punch lists, Reviewed and approved pay applications, Participated in bidding and negotiations, Reviewed and recommended contractor proposals. Made presentations to Owners, Boards of Directors, City Historic Commissions and to Code Officials, Prepared graphics and presentation work for marketing purposes and for response to RFP's,

Earlier Work Experience:

John M. Frey Company, Bettendorf, Iowa, - Inside Sales
Importer and master distributor of commodity plumbing products to the wholesale industry. Responsible for 5 state territory working directly with customers as well as directing and coordinating the efforts of 3 rep firms working within this territory

Lowe's Home Centers, Davenport, Iowa, - Millwork Specialist and Plumbing Department Manager.
Responsibilities included employee management and scheduling, inventory control and stocking, customer service, project design and special order services

Burger Construction, Iowa City, Iowa, - Laborer/Carpenter. Worked for 10 years for a large non-union construction company specializing in both renovation and new construction.

Chad Womack

From: Margaret Ryan <mryan@cisoregon.org>
Sent: Monday, August 18, 2025 10:34 AM
To: Chad Womack
Cc: Karen Masterson; Scott Jorgensen
Subject: FW: city of rainier
Attachments: Event Handbook - application and planning guide draft 4 - 2017.docx

External Sender - From: (Margaret Ryan <mryan@cisoregon.org>)

This message came from outside your organization.

Hello Chad,

I apologize for the slow response to this question. Yes, I'd recommend the city have a plan for how to handle the program. Applications for vendors/users and some structure around who and what would be permitted to use the space. Consider someone might want to use it for a physical or sporting event, welding or wood working classes, cooking food, a function with alcohol served, all of these would have risks, and the city would want to vet those to make sure it can be done safely in their building and with their staffing.

I've attached the Banks handbook for events. I like it because it covers many things that the city can consider when planning for how they want the community room space to be used. We also have many resources on our website.

Please let me know if a discussion with you and someone at the city would be helpful. I'd be happy to help the city get the program up and running. Thanks, Margaret



Margaret Ryan, ARM | Senior Risk Management Consultant
CIS | 15875 Boones Ferry Rd #1469 | Lake Oswego, OR 97035
503-763-3842
cisoregon.org

From: Karen Masterson <kmasterson@cisoregon.org>
Sent: Monday, August 18, 2025 10:17 AM
To: Chad Womack <chadw@cascadecrestins.com>
Cc: Margaret Ryan <mryan@cisoregon.org>
Subject: RE: city of rainier

Hi Chad,

Margaret will be reaching out to you soon regarding this.

Thanks,
Karen

CITY OF BANKS



EVENT APPLICATION & PLANNING GUIDE

Adopted by City Council on May 12, 2015

Mailing Address

City of Banks
13680 NW Main Street
Banks, Oregon 97106

Phone

503-324-5112

Fax

503-324-6674

Website

www.cityofbanks.org

E-mail

cvilar@cityofbanks.org

City of Banks – Event Application and Planning Guide

The City of Banks is the location for many events throughout the year. It is very important that you fill out your applications completely. Missing information can slow the permit process or terminate the application.

Permit applications **must** be received by the City of Banks no later than thirty (30) days prior to the actual date of your event, and may be submitted as early as one (1) year before your event. If your application is accepted by the City after the thirty (30) day deadline, the applicant waives his/her appeal rights. **Applications may not be accepted when the proposed event is fewer than fifteen (15) days away.**

In general, a permit is required for any organized activity involving the use of, or having impact upon public property, public facilities, including, but not limited to parks, sidewalks, streets or the temporary use of private property in a manner that varies from its current land use. It is our goal to assist event organizers in planning safe and successful events that create a minimal impact on the communities surrounding the events.

Please use this handbook to assist you in filling out the necessary forms that pertain to your event. City staff can direct you to the forms that need to be filled out for your particular event.

If you plan on using any of the City Parks for your event, you should make a reservation to ensure the space you need will be available.

City of Banks – Event Application and Planning Guide

GENERAL INFORMATION

Upon submitting your Special Event Application, all information will be considered public information, and may be used by the City for promotional purposes (e.g., calendar of events on City website). The City will use all information regarding your event to approve or deny your application. It is important that the information on your application be accurate, and that your application is filled out completely.

SPECIAL EVENT PERMIT

The Special Event Permit Application is designed to gather general information about the event. The applicant will be required to provide the following information: the type of event, dates, times, locations, event background, and contact information. Remember to include a copy of your organization's IRS 501(3)C tax letter if applicable.

PLANNING INFORMATION

The Planning Information section is designed to gather important details about how the event will be run. There are many specific details to running an event, and the City needs to ensure that each event has thoroughly planned out the different aspects involved. It is very important that all information be complete and accurate, so that the City can approve your event in a timely manner. The following is an overview of the information you will need to fill out the required forms.

SITE PLAN/ROUTE MAP

Please submit a site plan/route map that will provide the City with a visual of what the event will look like. Please remember to mark the locations of all items that are not normally located at the site. If you need any street closures, you must fill out a "Street Closure Permit Application", in addition to any other required forms.

SECURITY

The information you provide about security at your event will help to ensure the City that the crowd will be properly controlled. You are not required to hire a security organization; however, you must provide a way to control the anticipated crowd at your event. If you are expecting fewer than 50 people at your event, you do not need to fill out this section.

City of Banks – Event Application and Planning Guide

ALCOHOL

If alcoholic beverages will be available for purchase at your event, you are required to obtain the necessary licenses and permits. The City may require you to obtain additional insurance for alcohol. A license must be obtained from the Liquor Control Commission. For special events you will most likely be required to obtain a Temporary Sales License (TSL). For more information regarding the proper licenses and permits, please contact the local Oregon Liquor Control Commission (OLCC) at (503) 872-5000. The local OLCC office is located at 9079 SE McLoughlin Blvd., Portland, Oregon 97222-7355.

For events where you would like to serve alcohol, but it will not be sold, please contact the City Manager.

The Banks Code of Ordinances states:

 **§ 130.03 DRINKING IN PUBLIC PLACES.**

No person shall drink or consume alcoholic liquor in or on a street, alley, mall, parking lot or structure, motor vehicle, public grounds, or other public place unless the place has been licensed for that purpose by the Oregon Liquor Control Commission. Provided, however, consumption of alcohol is permitted in a park when a permit has been obtained from the City Manager.

(Ord. 2015-03-02, passed 4-14-2015) Penalty, see § [130.99](#)

If you will be having alcohol at your event, please submit an "Alcohol Permit Application" in addition to all other applications.

MEDICAL

Unexpected mishaps can occur at your event at anytime. It is important that you plan ahead and have medical services available in the case someone needs medical attention. If you are expecting fewer than 50 people at your event, you do not need to fill out this section.

PARKING AND SHUTTLE

Parking at Banks City parks is limited. Whether you are expecting 10 or 100 people at your event, it is a simple fact that they all have to be transported to the designated location. It is important that you have thought about where your attendees will park. Depending on your location, and your expected attendance, it may or may not be

City of Banks – Event Application and Planning Guide

necessary to control your event parking. Larger events may have a need for no parking areas and/or handicap parking.

Please be conscientious of where you are parking. Areas such as Sunset Park are private properties, and if you wish to park there you must contact them to make arrangements. Violators of the City of Banks Parking Code will be cited.

ACCESSIBILITY

Each event is required to comply with all applicable City, County, State, and Federal Disability Access Requirements. All areas of your event need to be accessible to individuals with disabilities, or provide an alternative area with the same activities.

GARBAGE AND RECYCLING

It is necessary that you have a plan for the proper disposal of waste material at your event. It is not required that you recycle, but it is recommended. You should have enough garbage cans at your event, and change the liners regularly so that they do not overflow. You may want to consider having a ground maintenance crew so that garbage is properly taken care of. The City of Banks will not provide garbage service. This is the responsibility of the event applicant to collect, contain and dispose of all garbage, and the applicant will be fined if they fail to do so.

You may wish to contact our local garbage provider to arrange for extra garbage cans for your event, and the pick up of the garbage cans after the event.

Local garbage/recycling provider:
SWATCO (503)324-0230

SANITATION

You must have an adequate amount of toilets and wash stations for the people attending your event. If there is no access to permanent bathrooms, or you need additional bathrooms for your event, then you will need to arrange to have portable toilets and wash stations delivered to your events location. The number of toilets that are needed depends of the number of people who will be attending your event. You may want to have your sanitation equipment checked throughout the event to make sure they are properly cleaned and stocked.

Local portable toilet/wash station providers:

RonJons Unlimited (503) 822-6090

Schulz – Clearwater (503) 692-9009

AMPLIFIED EQUIPMENT

An Amplified Equipment Permit is required for the use of any amplification sound or music equipment. If you plan on using such equipment, please fill out the Amplified Equipment Permit Application and submit with your other applications.

Per the City of Banks Code of Ordinances:

§ 130.04 UNNECESSARY NOISE.

(A) No person shall create, generate, continue, cause or allow to be generated on their property any noise that is excessive and unreasonably annoys, disturbs, injures or endangers the reasonable comfort, repose, health, peace or safety of any person of normal sensitivity. A noise may be deemed excessive and unreasonably annoying or disturbing based on its volume (loudness), frequency, repetition, duration, or the time when it occurs.

(B) The following are examples of excessive or unreasonable noise that are deemed violations of this section. This is not an exclusive list of violations, but illustrative examples:

(1) Keeping, maintaining or having control or ownership of an animal that, by loud and frequent or continued noise, disturbs the reasonable comfort and repose of a person in the vicinity;

(2) Use of an engine or motorized device, implement or tool that create a noise so loud as to disturb the reasonable comfort and repose of a person in the vicinity;

(3) Motor vehicles, trucks, automobiles, motorcycle and the like that create a noise so loud as to disturb the reasonable comfort and repose of a person in the vicinity;

(4) Construction, excavation, demolition, alteration, or repair of a building between the hours of 6:00 p.m. and 7:00 a.m. except by special permit granted by the city; and/or

(5) The creation or broadcast of music, musical instrument(s) or human voice over an amplified speaker or sound system between the hours of 6:00 p.m. and 7:00 a.m. that disturbs the reasonable comfort and repose of two or more people in the vicinity or in a manner that makes it a public nuisance. This does not include organized school or club sports events conducted at an established outdoor sports venue or facility so long as the event is concluded by 10:00 p.m.

(Ord. 2014-10-01, passed 11-11-2014) Penalty, see § [130.99](#)

FOOD CONCESSION OR PREPARATION

Questions regarding food concessions and food preparation areas are asked so that the City can get a better idea of what will be occurring at your event. Please list or describe any food concessionaires if applicable.

Any person selling or providing food and/or beverages inside of your event **MAY** be required to apply for a health permit through Washington County. For more information, please contact the Washington County Department of Health and Human Services by phone at (503) 846-8722, visit their website at www.co.washington.or.us, or visit their office at 155 N. First Avenue, Suite 160, Hillsboro, Oregon 97124-3072.

City of Banks – Event Application and Planning Guide

OTHER CONCESSIONS

This section is designated to let the City know if any merchandise vendors will be set up at your event. Please list or describe concessionaires if applicable.

Vendor Name: _____

Merchandise being sold: _____

Vendor Name: _____

Merchandise being sold: _____

Vendor Name: _____

Merchandise being sold: _____

Vendor Name: _____

Merchandise being sold: _____

Vendor Name: _____

Merchandise being sold: _____

Vendor Name: _____

Merchandise being sold: _____

EVENT APPLICATION

GENERAL INFORMATION

Applicant Name: _____

Event Title: _____

Main Contact Name: _____ Phone Number _____

Description: _____

Event Category: ☐ Athletic/Recreation ☐ Dance ☐ Bike Race
☐ Exhibits/Misc. ☐ Carnival ☐ Run/Walk
☐ Festival/Celebration ☐ Circus
☐ Parade/Procession/March ☐ Wedding
☐ Concert/Performance ☐ Protest
☐ Farmer/Outdoor Market ☐ Informational "Rally"
☐ Special Attraction ☐ Church Activity

Anticipated Attendance: Total _____ Per Day _____

Anticipated Participants: Total _____ Per Day _____

DATE/TIME

Set up	Date _____	Time _____	Day of Week _____
Event Start	Date _____	Time _____	Day of Week _____
Event End	Date _____	Time _____	Day of Week _____
Dismantle Start	Date _____	Time _____	Day of Week _____
Dismantle End	Date _____	Time _____	Day of Week _____

LOCATION

Address _____

Description _____

City of Banks – Event Application and Planning Guide

BACKGROUND

- ☐ Yes ☐ No Have you held this event before?
- ☐ Yes ☐ No Is your event part of a larger marketing campaign?
- ☐ Yes ☐ No Is the Host Organization a commercial entity?
- ☐ Yes ☐ No Is the Host Organization a bona fide tax exempt, non-profit entity?
If yes, you need to attach to this application a copy of your IRS 501(3)C tax letter providing proof and certifying your current tax Exempt, non-profit status.
- ☐ Yes ☐ No Is there a fee for people attending, or people working the event?
If yes,
Entry Fee \$ _____
- Other Fee(s) \$ _____ Describe: _____
- ☐ Yes ☐ No Are vendors or other fees required?
If yes,
Amount(s) \$ _____
-

PLANNING INFORMATION

SITE PLAN/ROUTE MAP

A site plan/route map **MUST** be submitted with your permit request. The site plan/route map must include, but is not limited to:

- An outline of the entire event venue, including the names of all streets or areas that are part of the venue and the surrounding area. If the event involves a moving route of any kind, indicate the direction of travel, and all requested street or lane closures.
 - The location of fencing, barriers and/or barricades, indicate any removable fencing for emergency access.
 - The provision of minimum twenty foot (20') emergency access lanes throughout the event venue.
 - Location of first aid facilities, amplification equipment, generators, stages, platforms, scaffolding, bleachers, camopies, tents, portable toilets, booths, beer gardens, cooking areas, trash containers and dumpsters, and other temporary structures.
 - Other event related components not listed above: _____
- _____

Please list all entertainment and activities that will occur along with items you are bringing into the park: _____

City of Banks – Event Application and Planning Guide

Do you need any street closures: ☐ Yes ☐ No

If yes, please complete and submit a "Street Closure Permit Application".

This request MUST be submitted thirty (30) days prior to the event.

Use the space below or attach a piece of paper with a drawing of your site plan.

SECURITY *(Required if you have more than 50 people attending the event)*

☐ Yes ☐ No Have you hired a licensed professional security company to
Develop and manage your event's security plan?

Security Organization _____

Address _____

Contact Name _____ Telephone _____

What days/hours will you have security? _____

Please describe your security plan including crowd control, internal security, venue
safety, or attach a copy of the plan to this application. _____

City of Banks – Event Application and Planning Guide

ALCOHOL

- ☐ Yes ☐ No Will your event involve alcohol?
If yes, you must fill out the "Alcohol Permit Application" and submit it in addition to all other applications.

MEDICAL (Required if you have more than 50 people attending the event)

- ☐ Yes ☐ No Will there be a first aid station on site?
- ☐ Yes ☐ No Will there be a Nurse or an EMT on site?
If yes:
Name _____ Telephone Number _____
- ☐ Yes ☐ No Have you hired a licensed professional emergency medical services provider?
If yes:
Name _____ Telephone Number _____

PARKING AND SHUTTLE

- ☐ Yes ☐ No Will your event involve the use of parking and/or shuttle service?
If yes, please describe or provide an attachment of your plan.

- ☐ Yes ☐ No Will you need areas designated as no parking areas?
Please explain _____

- ☐ Yes ☐ No Will there be designated spots for handicap parking?



§ 92.09 VANDALISM, POSSESSION OF FLOWERS AND SHRUBS.

(A) It is unlawful for any person to remove, destroy, break, injure, mutilate, or deface in any way any structure, monument, statute, vase, fountain, wall, fence, railing, vehicle, bench, tree, lawn, shrub, fern, plant, flower, or other property in any park. This would include the use of athletic equipment (i.e. golf clubs, metal cleats, horseshoes, and the like) in such a manner to damage property.

(B) **It is unlawful to operate a motorized vehicle on park property without authorization of the City Council or City Manager.**

(C) It is unlawful for any person other than an employee or officer of the city to bring upon any of the parks or have in their possession while therein, any tree, shrub, or plant or any newly plucked branch or leaf or tree, shrub, or plant without the consent of the City Council or City Manager.

(D) It is unlawful to operate a skateboard, skates, roller blades, bicycle, or scooter in or on any structure (i.e. gazebo and the like).

(Ord. 100.01, passed 11-13-2001; Am. Ord. 2013-08-01, passed 8-13-2013) Penalty, see § [92.99](#)

City of Banks – Event Application and Planning Guide

GARBAGE AND RECYCLING

- _____ Number of trash cans
- _____ Number of dumpsters with lids
(One for every 400 persons or increments thereof)
- _____ Number of recycling containers

Equipment setup

Date _____ Time _____

Equipment pickup

Date _____ Time _____

Supplier of garbage/recycling equipment _____

Telephone _____

Please describe your plan for removal of garbage and recyclable goods during and after your event _____

SANITATION

- _____ Number of portable toilets
- _____ Number of ADA approved portable toilets
- _____ Number of wash stations

☐ Yes ☐ No Is there access to permanent restrooms?

☐ Yes ☐ No Will your toilets and wash stations be serviced during the event?

Equipment setup

Date _____ Time _____

Equipment pickup

Date _____ Time _____

Supplier of sanitation equipment _____

Telephone _____

AMPLIFIED EQUIPMENT

☐ Yes ☐ No Will amplified equipment be used? If yes, you must fill out the "Amplified Equipment Permit Application: and submit in addition to all other applications.

FOOD CONCESSION OR PREPARATION

☐ Yes ☐ No Does your event include food concession and/or preparation area? If yes, Please describe how food will be served and/or prepared _____

City of Banks – Event Application and Planning Guide

What type of food will be sold during the event?

- ☐ Commercially prepared food
- ☐ Pre-packaged food
- ☐ BBQ
- ☐ "Home-made" food
- ☐ Other (specify)

☐ Yes

☐ No

Do you intend to cook food in the event area?

If yes,

What method of cooking will be used?

- ☐ Gas
- ☐ Charcoal
- ☐ Electric
- ☐ Other

How many food concessionaires will you have at your event? _____

OTHER CONCESSIONAIRES

☐ Yes

☐ No

Will merchandise or services be sold at your event?

If yes, please attach a complete list of vendors

How many other concessionaires do you expect to have at your event? _____

ABOUT ALCOHOL PERMITS

If alcoholic beverages will be available at your event, you are required to obtain the necessary licenses and permits. See below for more information.

If alcoholic beverages will be available for purchase at your event, you are required to obtain the necessary licenses and permits. The City may require you to obtain additional insurance for alcohol. A license must be obtained from the Liquor Control Commission. For special events you will most likely be required to obtain a Temporary Sales License (TSL). For more information regarding the proper licenses and permits, please contact:

**Oregon Liquor Control Commission (OLCC)
9079 SE McLoughlin Blvd.
Portland, Oregon 97222-7355
(503) 872-5000**

The City requires that you have alcohol liability insurance if you are approved for alcohol in the park. The coverage amount will be determined by the City during the review of your application and is dependent on your event.

To use alcohol in public parks, you must also obtain special approval from the City of Banks and pay a \$15.00 additional fee. If alcohol will be provided, but not be sold (in cases where alcohol being provided by the event at no charge to consumers), the City will require that one person with an OLCC Servers Permit will be in charge of distributing the alcohol.

To use alcohol in public parks, you must obtain special approval from the City of Banks City Manager

§ 130.03 DRINKING IN PUBLIC PLACES.

No person shall drink or consume alcoholic liquor in or on a street, alley, mall, parking lot or structure, motor vehicle, public grounds, or other public place unless the place has been licensed for that purpose by the Oregon Liquor Control Commission. Provided, however, consumption of alcohol is permitted in a park when a permit has been obtained from the City Manager.

(Ord. 2015-03-02, passed 4-14-2015) Penalty, see § [130.99](#)

APPLICATION INFORMATION

- Applicant information (name, address, phone number)
- Event information (name or description of event, location, date(s), start time and other details.
- Provide your security plan to ensure safe sales/distribution
- Proof of OLCC license(s)
- Proof of Liquor Liability insurance in the form of a Certificate of Insurance, and a Liquor Liability Additional Insured Endorsement naming the City of Banks, it's elected officials and officers as additional insured with appropriate limits of insurance as determined by the City.

City of Banks – Event Application and Planning Guide

ALCOHOL PERMIT APPLICATION

To apply for alcohol, you must meet 1 of 2 requirements

1. OLCC Temporary Sales License (TSL) when alcohol will be sold, or;
2. A person with an OLCC Servers Permit in charge of distributing alcohol when alcohol will be hosted by the event (provided, but not for sale)

If you have questions, please contact the City of Banks at 503-324-5112.

APPLICANT INFORMATION

Applicant Name _____

Address _____

Telephone _____

Please list the dates and times that alcohol will be served

Date _____	Start Time _____	End Time _____
Date _____	Start Time _____	End Time _____
Date _____	Start Time _____	End Time _____
Date _____	Start Time _____	End Time _____

☐ Yes ☐ No Will you have a closed beer garden?
☐ Yes ☐ No Will you be using armbands to identify those ages 21 and over?

Please check all that apply

☒ Free/Host Alcohol ☐ Alcohol Sales ☐ Beer ☐ Wine ☐ Distilled Spirits

OLCC Server Permit No. and Name _____

Please describe your security plan to ensure the safe sale/distribution of alcohol at your event _____

Print Name _____ Event Title _____

Signature _____ Date _____

Alcohol Permit: For Office Use Only

☐ Approved By Department _____ Date _____
☐ Denied By _____ Time _____

ABOUT AMPLIFIED EQUIPMENT PERMITS

Per the City of Banks Code of Ordinances:

§ 130.04 UNNECESSARY NOISE.

(A) No person shall create or assist in creating or permit the continuance of unreasonable noise in the city.

(B) The following enumeration of violations of this section is not exclusive but is illustrative of some unreasonable noises:

(1) Keeping an animal that, by loud and frequent or continued noise, disturbs the comfort and repose of a person in the vicinity;

(2) Using an engine, thing, or device that is so loaded, out of repair, or operated in such a manner as to create a loud or unnecessary grating, grinding, rattling, or other noise;

(3) Using a mechanical device operated by compressed air, steam, or otherwise, unless the noise created by it is effectively muffled;

(4) Construction, excavation, demolition, alteration, or repair of a building between the hours of 6:00 p.m. and 7:00 a.m. except by special permit granted by the city; and/or

(5) Using or operating an automatic or electric piano, phonograph, loudspeaker, or sound amplifying device so loudly that it disturbs persons in its vicinity, or in a manner that makes it a public nuisance. However, on application to the Council, permits may be granted to broadcast music, news, speeches, or general entertainment.

(Ord. 60.01, passed 1-8-1991) Penalty, see § [130.99](#)

PERMIT INFORMATION

To obtain a permit, you must fill out the “Amplified Equipment Permit Application”, and submit it in addition to all other applications. It is very important that your start and end times are listed accurately, as all amplified equipment can only be used during this time. All amplified sound must be turned off by 10:00pm. All amplified equipment levels must not exceed 80 decibels during the entire event.

APPLICATION INFORMATION

- Applicant information (name, address, phone number)
- Event information (name or description of event, location, date(s), start time and other details.
- Performance schedule (if there will be any performances that will be using the amplified equipment, you must provide the performer’s name, contact person’s name, phone number, and the start and end time of their set).
- It is important that amplified levels do not exceed 80 decibels during the entire event.

AMPLIFIED EQUIPMENT PERMIT APPLICATION

APPLICANT INFORMATION

Applicant Name _____

Address _____

Telephone _____

EVENT INFORMATION

Please list the dates and times that amplified equipment will be used

Date	_____	Start Time	_____	End Time	_____
Date	_____	Start Time	_____	End Time	_____
Date	_____	Start Time	_____	End Time	_____
Date	_____	Start Time	_____	End Time	_____

- ☐ Yes ☐ No Will there be a patron dance?
☐ Yes ☐ No Will there be live music?
☐ Yes ☐ No Will there be any live performances?

What type of amplification equipment will be used? _____

Where will the amplification equipment be set up? _____

Performance Schedule

<u>Name of Band/Performer</u>	<u>Contact Name</u>	<u>Phone Number</u>	<u>Start Date</u>	<u>Start Time</u>	<u>End Time</u>

***ALL AMPLIFIED EQUIPMENT LEVELS MUST NOT EXCEED 80 DECIBELS DURING THE ENTIRE EVENT.**

Print Name _____ Event Title _____

Signature _____ Date _____

Amplified Equipment Permit: For Office Use Only

- ☐ Approved By Department _____ Date _____
☐ Denied By _____ Time _____

ABOUT STREET CLOSURE PERMITS

This permit is required in any case where the streets or public right of ways will be closed to through traffic. All street closures require review and approval from the City of Banks, Washington County Sheriff's Department, and Banks Fire District. It is important that you allow adequate time for the approval process.

Parades: Contact City Hall for Parade Permit Guidelines.

Block Parties: The City will deliver and pick up barricades at the requested street. It will be your responsibility to ensure that the barricades are moved into place and that detours are set up to properly redirect traffic. Remember that you must keep a twenty (20) foot fire lane clear for emergency access.

Block parties are only permitted between the hours of 10:00am and 10:00pm. You must provide written consent to the party from at least 75 percent of all residents living along the portion of street to be closed. If your block party is within 500 feet of any school, church, hospital, nursing home, or similar operation, you must also obtain written approval by the management of the institution.

PERMIT INFORMATION

To obtain a permit, you must fill out the "Street Closure Permit Application", and submit it in addition to all other applications. You must submit your request for a street closure thirty (30) days prior to your event.

APPLICATION INFORMATION

- Applicant information (name, address, phone number)
- Event information (name or description of event, location, date(s), start time and other details.
- List the streets that need to be closed.
- Provide a map or drawing of the streets that will be closed. If you are responsible for closing the streets, please indicate where detour signs will be used.

Parade Permit Specifics

- Contact ODOT and fill out a Application and Permit to Occupy or Perform Operations on a State Highway.
- Submit a copy of the parade route with your application.
- Submit a copy of the Liability Release for Community Services Activities
- Submit a copy of the General Liability and Auto Liability Summary Certificate(See "Insurance Requirements section")

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Block Party Specifics

- Attach the written consent of at least 75 percent of residents affected.
- Provide written approval from institutions within 500 feet of event, as listed above.

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STREET CLOSURE PERMIT APPLICATION

APPLICANT INFORMATION

Applicant Name _____

Address _____

Telephone _____

EVENT INFORMATION

Please list the dates and times that you are requesting to close the street(s)

Date _____	Start Time _____	End Time _____
Date _____	Start Time _____	End Time _____
Date _____	Start Time _____	End Time _____
Date _____	Start Time _____	End Time _____

☐ Yes ☐ No Will you be using detour signs to help local traffic around the street closure(s)?

☐ Yes ☐ No Will you be alerting the local neighborhood of street closures prior to the event?

If yes, please describe plan: _____

List the street(s) that need to be closed during the above mentioned dates and times:

IMPORTANT INFORMATION

- For block parties, the applicant is responsible for installing and removing barricades and detour signs.
- Please make sure that you have attached a drawing or map of the streets to be closed and the position of any detour signs if applicable.
- For block parties, please attach the written consents of at least 75% of residents who live along the portion of street to be closed.
- For block parties, if held within 500 feet of any school, church, hospital, nursing home, or similar operation, please submit approval from the management of the institution.
- Street closures are NOT guaranteed, and must be approved by the City of Banks, Washington County Sheriff's Department, and the Banks Fire District.

Print Name _____ Event Title _____

Signature _____ Date _____

Street Closure Permit: For Office Use Only

☐ Approved By Department _____ Date _____

☐ Denied By _____ Time _____

ABOUT GREENVILLE CITY PARK & LOG CABIN PARK RENTALS

1. You must be 21 years of age to rent the park and provide proper identification (valid driver's license).
2. You must pay for your park reservation within twenty-four (24) hours of making the reservation. By failing to do so you automatically forfeit your date and it will be re-opened for rental.
3. Reservation forms must be completed and received by the City of Banks at least (48) hours prior to the reservation date for use.
4. All groups are required to have one (1) chaperone at least 21 years old for every (25) participants under the age of 18.
5. Rental fees reserve a six (6) hour time frame for usage.
6. Entry fees or parking fees may not be charged without acquiring necessary permits from the City of Banks
7. Rented facilities may not be sublet or assigned to other.
8. You will be responsible for providing Restroom Facilities for your group. These facilities do not currently exist in the Park.
9. All city park structures and facilities, (such as drinking fountains, playground equipment and restrooms) will be exempt from the park rental and will remain open to the public.
10. No tents are to be erected on City park property without prior written consent by the City Council. NOTE: Any special requests must be submitted to the City of Banks for their approval not later than forty-five (45) days prior to your rental date.
11. You and your group participants accept the premises as is. It is your duty to inspect the premises for you and the event participants. You are solely responsible for your personal safety and the safety of your personal property while using the premises.
12. Your group must conduct themselves in an orderly manner and protect all Park property, including trees, flowers, shrubs, etc.
13. No alcoholic beverages are allowed in the park without an acquired permit from the City of Banks.
14. Disorderly conduct or assault will not be tolerated. Such actions include, but are not limited to, abusive, indecent, profane, or vulgar language that might cause a breach of the peace, or threatening or causing physical contact with someone else who might consider the contact offensive.
15. No disc jockeys, loud music, or live bands are permitted without prior written consent from the City of Banks Council.
16. No advertising or decoration of or on park property without a written permit as specified by City Park Code.
17. Leave the premises clean, placing all paper and other debris in the receptacles furnished throughout the park. If there is a need for additional trash removal it will be your responsibility to ensure proper disposal.
18. Should you decide to cancel your reservation, your rental payment is refundable upon written notice to the City of Banks for their approval, at least six (6) working days prior to your rental date? The rescheduling of any event must be done 48 hours in advance.
19. NO RAINCHECKS OR REFUNDS WILL BE GIVEN DUE TO INCLIMATE WEATHER OR LATE CANCELLATIONS.
20. The City of Banks reserves the right to cancel any reservations in the event the City of Banks deems it necessary to do so.
21. The City of Banks will have no responsibility or liability of loss of property equipment or equipment of Renter regardless of cause. Renter shall be responsible for insuring such property as they see fit.
22. All Federal, State and local laws, codes, regulations and ordinances will be followed by renter and guests.
23. To voluntarily indemnify and to hold harmless the City of Banks, the Elected City Officials, their respective officers employees, and agents from any and all liability, loss, damages, costs, or expenses (including attorney fees) arising out of the use of City owned Building/Facilities which do not arise out of the negligent acts or omission of an officer, employee, or agent of the City and/or City Council.

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24. City of Banks may require some events to have Liability Coverage with a One Million Dollars (\$2,000,000) per occurrence. The policy will name City of Banks as an additional insured: The Renter must provide the City of Banks with a Certificate of Liability Insurance for the event. The minimum limit of additional insured with respect to the use of the City's Facility and evidence of such endorsement will be provided to the City.
 - a. Any deductible which is part of any insurance policy required hereunder shall be paid for assumed by, and at the sole risk of the licenses. The City of Banks shall not be responsible for the payment of any such deductible.
 - b. The Insurance Certificate must be received by the City of Banks no later than 15 days prior to the day of the event.
25. Any group, which does not abide by this rental agreement and/or park rules and regulations, may forfeit immediate and future use of City of Banks property. Renter may be charged additional fees for maintenance and/or repair to the City property.

Facility	Rental Fees – Non-Residents
Greenville City Park – Gazebo (1-50 person)	Greenville City Park - Gazebo Grounds can be used for events (i.e. Farmer Market, Movies in the Park, Concert in the Park, and Art in the Park). This area can be rented on a seasonal basis for \$500 per season not to exceed 15 weeks. If you would like to reserve this for seasonal usage, reservations must be made no later than 1 month prior to first usage and you will need to provide a copy of all dates that this area will be in use by your group. 50% of the seasonal rental fees is due prior to usage and the remainder is then due no more than forty-five (45) days after your first payment. There may be additional requirements base on your event.
Greenville City Park – Quadrant 1	n/a
Greenville City Park – Quadrant 2	Quadrants 2 can be used for sporting events, specifically soccer. This quadrant can be rented on a seasonal basis for \$500 per quadrant per season not to exceed 15 weeks. If you would like to reserve this quadrant for seasonal usage, reservations must be made no later than 1 month prior to first usage and you will need to provide a copy of all dates that this quadrant will be in use by your group. 50% of the seasonal rental fees is due prior to usage and the remainder is then due no more than forty-five (45) days after your first payment.
Greenville City Park – Quadrant 3	Quadrants 3 can be used for sporting events, specifically soccer. This quadrant can be rented on a seasonal basis for \$500 per quadrant per season not to exceed 15 weeks. If you would like to reserve this quadrant for seasonal usage, reservations must be made no later than 1 month prior to first usage and you will need to provide a copy of all dates that this quadrant will be in use by your group. 50% of the seasonal rental fees is due prior to usage and the remainder is then due no more than forty-five (45) days after your first payment.
Greenville City Park – Quadrant 4	n/a
Log Cabin Park – Park Grounds (1-50 person)	Log Cabin Park Grounds can be used for events (i.e. Farmer Market, Movies in the Park, Concert in the Park, and Art in the Park). This area can be rented on a seasonal basis for \$500 per season not to exceed 15 weeks. If you would like to reserve this for seasonal usage, reservations must be made no later than 1 month prior to first usage and you will need to provide a copy of all dates that this area will be in use by your group. 50% of the seasonal

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	rental fees is due prior to usage and the remainder is then due no more than forty-five (45) days after your first payment. There may be additional requirements base on your event.
Log Cabin Park – Building	Contact the Banks Historical Society for Information

PARK RULES

1. Park hours are 6:00 a.m. to 10:00 p.m. unless otherwise authorized in writing.
2. No alcohol or illegal drugs
3. No open fires
4. No overnight camping
5. No firearms, weapons, or fireworks of any kind
6. No motorized vehicles, unless authorized
7. No lettering – Remove all waste
8. No dumping of trash, rubbish or yard debris
9. No removal of vegetation, plants, or materials that are for the use and enjoyment of the public
10. No damage or removal to park grounds structures & facilities
11. No sound levels that are offensive to park users or neighbors
12. No abusive language or gestures
13. No hunting or disturbing animals
14. No golfing or hitting any type of golf balls
15. Dogs must be on a leash at all time and you must clean up after your pet
16. No smoking

A complete set of park rules, City Code #90.01-90.23, 90.99 and 130.01-130.31, 130.36-130.39, and 130.99 is available from the City Hall upon request. Your copy of the signed Park Facility Special Permit Application is your confirmation of rental for the day. Make sure you have your copy of the signed Park Facility Special Permit Application with you at all times. If you have any problems one your arrive at the park, please call the City of Banks at 503-324-5112 and they will assist you.

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GREENVILLE CITY PARK QUADRANT RENTAL APPLICATION

APPLICANT INFORMATION

Applicant Name _____ Organization _____

Address _____

Telephone _____ Email _____

QUADRANT RESERVATION

Which quadrant(s) are you interested in reserving?

If reserving more than 1 quadrant, and will be using them during different times, please use separate forms.

☐ Greenville City Park Quadrant 1

☐ Greenville City Park Quadrant 2

☐ Greenville City Park Quadrant 3

☐ Greenville City Park Quadrant 4

One Day Reservation

Start Date _____

Start Time _____

End Time _____

Expected Attendance _____

What will the quadrant(s) be used for? _____

Season Rentals (for sports teams)

Spring: March 1st – June 1st / Fall: August 1st – October 30th

Start Date _____ End Date _____

Days of Week	Start Time	End Time
Monday	_____	_____
Tuesday	_____	_____
Wednesday	_____	_____
Thursday	_____	_____
Friday	_____	_____
Saturday	_____	_____
Sunday	_____	_____

AGREEMENT

By signing below, I acknowledge that I have read and agree to abide by the rules and regulations for the use of the parks and park facilities. I understand that I am responsible for any damage to the facilities and agree to pay for any such damage.

Print Name _____ Event Title _____

Signature _____ Date _____

Greenville City Park Quadrant Rental Permit: For Office Use Only

☐ Approved By Department _____ Date _____

☐ Denied By _____ Time _____

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APPLICANT INFORMATION

Applicant Name _____ Organization _____

Address _____

Telephone _____ Email _____

GROUND'S RESERVATION

☐ Log Cabin Park Grounds (does not include cabin)

One Day Reservation

Start Date _____
Start Time _____
End Time _____
Expected Attendance _____
What will the grounds be used for?

Season Rentals (farmers market, etc.)

Spring: March 1st – June 1st / Fall: September 1st – November 30th

Start Date _____ End Date _____

Days of Week	Start Time	End Time
Monday _____	_____	_____
Tuesday _____	_____	_____
Wednesday _____	_____	_____
Thursday _____	_____	_____
Friday _____	_____	_____
Saturday _____	_____	_____
Sunday _____	_____	_____

AGREEMENT

By signing below, I acknowledge that I have read and agree to abide by the rules and regulations for the use of the parks and park facilities. I understand that I am responsible for any damage to the facilities, and agree to pay for any such damage.

Print Name _____ Event Title _____

Signature _____ Date _____

Log Cabin Park Grounds Rental Permit: For Office Use Only

Approved	By Department	Date
<input type="radio"/> Denied	By _____	Time _____
<input type="radio"/>	_____	_____

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GREENVILLE CITY PARK GAZEBO RENTAL

APPLICANT INFORMATION

Applicant Name _____ Organization _____

Address _____

Telephone _____ Email _____

GAZEBO RESERVATION

One Day Reservation

Start Date _____

Start Time _____

End Time _____

Expected Attendance _____

What will the quadrant(s) be used for? _____

Do you need access to any of the following:

Water Yes / No

Electricity Yes / No

AGREEMENT

By signing below, I acknowledge that I have read and agree to abide by the rules and regulations for the use of the parks and park facilities. I understand that I am responsible for any damage to the facilities and agree to pay for any such damage.

Print Name _____ Event Title _____

Signature _____ Date _____

Greenville City Park Gazebo Rental Permit: For Office Use Only

☐ Approved By Department _____ Date _____

☐ Denied By _____ Time _____

LOG CABIN RENTAL APPLICATION

Rental of the Log Cabin Building is handled through the Banks Historical Society.

For more information on renting the Log Cabin Building please contact Ray Deeth at 503-324-4502.

AFFIDAVIT OF APPLICATION

INSURANCE REQUIREMENTS

Commercial General Liability Insurance including Bodily Injury and Property Damage on an "occurrence" form. This coverage shall include contractual liability for the indemnity provided in this application, and shall include products and completed operations. Such insurance shall be primary. Coverage shall be a minimum of two million dollars (\$2,000,000.00) per occurrence. The applicant will name the City of Banks, its elected and appointed officials, its officers, agents and employees and volunteers as additional insureds for use of City facilities. Coverage for participant accident is provided.

UNIFORM STATEMENT OF RESPONSIBILITY, RELEASE, AND AUTHORIZATION FOR USE OF FACILITIES

Whereas, _____ (name of organization) desires to use City owned facilities at the City of Banks, and the City has approved the use of these facilities, the undersigned agrees as follows:

1. To assume full legal and financial responsibility for any and all damages to City owned buildings, parks, facilities, and/or equipment used while conducting this program, and to be responsible for removal of all personal materials prior to leaving the building, park or facility at the completion of each program/event. Charges will be assessed to the undersigned for restoration and property removal if applicable. The use of confetti and/or affixing tape to any painted surface is prohibited.;
2. To grant the City, its employees, agents and representatives the authority to act in any attempt to safeguard and preserve the health and safety of participants during the use of these facilities including authorizing medical treatment on behalf of participants at the participants expense and of returning the participant to their home;
3. To conform to all applicable policies, rules, regulations and standards of conduct as established by the City;
4. To waive any claim for damages or compensation resulting from fire, casualty or other circumstances rendering the fulfillment of this agreement impractical or impossible, and understands that the City shall not be liable for any loss whatsoever as a result of such changes, with or without notice;
5. To voluntarily indemnify and to hold harmless the City of Banks, the Mayor, the City Council, their respective officers, employees, and agents from any and all liability, loss, damages, costs, or expenses (including attorney fees) arising out

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of the use of City owned buildings/parks/facilities, which do not arise out of the negligent acts or omissions of any officer, employee, or agent of the City and/or City council.

6. This agreement is valid for City building/park/facility use on _____ (date) in the _____ (location);
7. Acknowledges reading this document and understands and accepts the terms as stated:

Authorized Signature

Date

Co-Signature

Date

Name of Organization:

Signature for the City of Banks:

Signature

Title

Date

Upon payment of deposit (if required) and return of this signed form, and all required application forms, this building/park/facility is permanently reserved for the date(s) requested by the above party. Copies of facility reservations will be sent to the above party after receipt of all required forms and documentation, and will identify any applicable charges that will be billed after the event.

Cancellation of the event and use of the facilities must be made no later than 48 hours in advance, and the party will pay charges incurred up to that point.

City Administrator Report
September 8, 2025 Rainier Council Meeting

Mayor Cole and Members of the Council,

On July 29, I met with officials from PCC-OMIC and a welding student about having metal art sculptures for the A Street Plaza area. The following day, I met with the general manager of the Sternwheeler to finalize details for that ship's visit here September 1.

I met with officials from the Columbia County Planning Department on July 31 to go over details of a potential urban growth boundary land swap towards the Lindberg area. On August 6, I had a similar meeting with the City's Department of Land Conservation and Development regional representative.

Along with Public Works Director Russ Reigel, I met with staff from the Department of Environmental Quality August 5 and 12 regarding the steps necessary to qualify for State Revolving Fund Loans for possible future wastewater plant upgrades.

On August 8, I helped set up the public address system for the Rainier Oregon Historical Museum's grand opening ceremony.

I attended the August 12 library board meeting and the August 14 meetings of Col-Pac, the Northwest Area Commission on Transportation and the Rainier Chamber of Commerce.

Along with Public Works Director Russ Reigel and Mayor Cole, I attended the August 18 community meeting with skateboard enthusiasts about potential improvements to the City's skate park facilities. That same day, I submitted the materials to Columbia County Clerk Donald Clack for a gas tax ballot measure for the November election and did a test run with KLTN for Zoom streaming during council meetings.

On August 19, I submitted a Housing Planning Assistance grant application to the Department of Land Conservation and Development for consulting services for a potential Urban Growth Boundary land swap for the Lindberg area.

I attended the August 28 meeting of the Cowlitz-Wahkiakum Board of Directors.

Lastly, on September 5, I submitted the direct legislative award project information form for the City's \$500,000 westside sewer and storm line rehabilitation project.

At Your Service,

W. Scott Jorgensen, Executive MPA
City Administrator