

CITY of CASCADE LOCKS

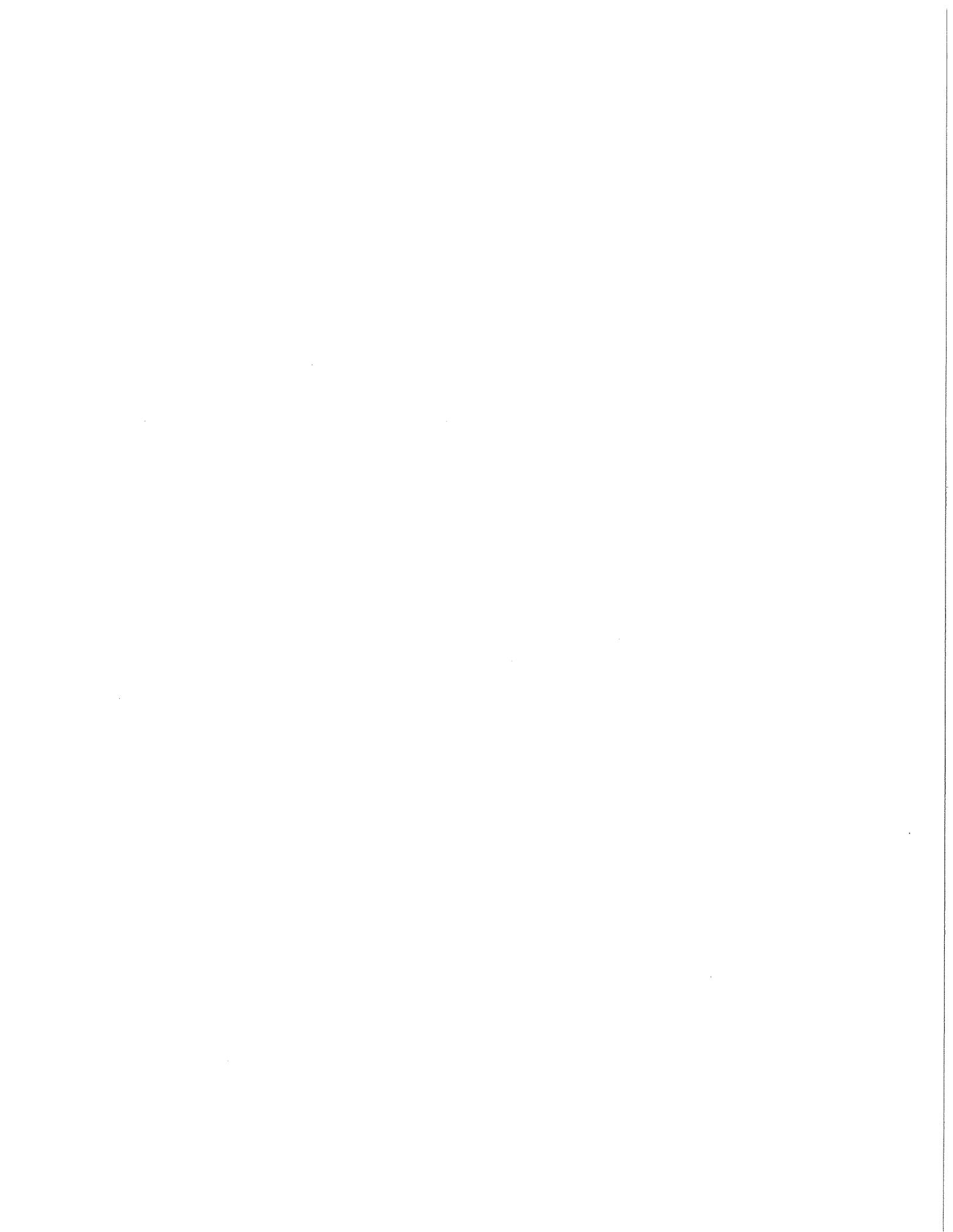
AGENDA

CITY COUNCIL MEETING, Monday, June 22, 2015, 7:00 PM, CITY HALL

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

1. **Call to Order/Pledge of Allegiance/Roll Call.**
2. **Additions or amendments to the Agenda.** (The Mayor may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged.)
3. **Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
 - a. **Approval of May 21, 2015 Joint City/Port Minutes.**
 - b. **Approval of June 8, 2015 Minutes.**
 - c. **Ratification of the Bills in the Amount of \$69,213.66.**
 - d. **Approval of Emergency Reporting Contract.**
4. **Public Hearings.**
5. **Action Items:**
 - a. **Appointment to Committees.**
 - b. **Approve Res. No. 1333 Year End Adjustments.**
 - c. **Approval of Hood River County Library District Lease Agreement.**
 - d. **Approve Municipal Judge Agreement.**
 - e. **Approve First Amendment to City of Springfield Intergovernmental Agreement.**
 - f. **Command Vehicle Options.**
 - g. **First Reading of Ordinance No. 439 (marijuana sales).**
 - h. **Approve Tourism Committee Support Contract.**
 - i. **Determine Process for City Administrator Evaluation.**
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** (Comments on matters not on the agenda or previously discussed.)
7. **Reports and Presentations.**
 - a. **City Committees.**
 - b. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session as may be required.**
11. **Adjournment.**

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



Port of Cascade Locks

The Joint City/Port of Cascade Locks Commission Meeting was held Thursday, May 21, 2015 at the City of Cascade Locks Council Chambers, Cascade Locks, OR 97014.

1. **Meeting called to order/ Pledge of Allegiance:** Commission President Groves called the meeting to order at 6:04 pm.
2. **Roll Call:** Port Commissioners Groves, Caldwell, Mohr & Haight were present. Commissioner Cramblett was excused. City of Cascade Locks Council Members present were: Mayor Tom Cramblett, Jeff Helfrich, Glenda Groves, Richard Randall, Bruce Fitzpatrick and Deanna Busdieker.
 - **Others Present:** Interim Economic Development Manager Don Mann, IGM Paul Koch, Maintenance & Construction Manager Todd Mohr, Port Attorney Tommy Brooks, Port Secretary Sally Moore, Account Specialist Melissa Warren, Marketing and Development Manager Holly Howell and camera operator Betty Rush.
3. **Declaration of Potential Conflicts of Interest:** None
4. **Modifications, Additions to Agenda:** None
5. **City Council Business Action Items:**
 - a. **Second reading and adoption of Ordinance No. 438 Granting CATV Franchise to Gorge.net.** – Mayor Cramblett stated the second reading of Ordinance No 438 granting CATV Franchise to Gorge.Net. City Administrator Gordon Zimmerman read the Ordinance; stating one question asked at the last Council Meeting was if a standard time frame could be established for notification of customers prior to planned outages. He then read Gorge. Net's response: "We can do an email to all customers with a contact email on file for all non-emergency service affecting maintenance. This is our standard practice. Emergency maintenance is sometimes planned but moved up in priority to avert longer service interruptions. We cannot limit when emergency maintenance can be performed. An example of this is when a component started failing and causing a 5-20 minute outages each time it happened until it was fully reset. We would plan to deal with it that night rather than have multiple days of mini outages".
Council Member Jeff Helfrich made a motion to approve Ord. No. 438 granting a franchise for cable TV system to Gorge.Net. Seconded by Council Member Richard Randall. The vote was unanimous.
6. **Presentation by Dan Goldman – Hood River County School Superintendent–** CP Groves stated the reason for the joint meeting was to hear a report from Dan Goldman, School Superintendent of Hood River County Schools. Dan Goldman introduced himself stating he has been with the HR School District for 1.5 years. He stated that the School District is not closing the Cascade Locks elementary school, nor is there a plan to close the school. He stated the budget committee just adopted a budget. He added there have been budget cuts for the last 10 years. Mr. Goldman stated the State of Oregon was in the top ten list of best schools in 1990, and then Measure 5 passed. Oregon is

now in the bottom 15 funded in the country. The schools are very poorly funded and funded with an income tax only. The State needed 7.5 billion for education to hold steady. It is at 7.36 billion now because of the revenue forecast; however he stated it still not at a good place. Mr. Goldman will be going to Salem to testify for adequate school funding. He is happy that Hood River County is on the docket. He added he is fighting for more funding and prioritizing funding to class rooms. Hood River County is in a better position because they have a local option in HR. The local option funds 20 teachers. If it did not pass the district would lose them. It would be like a whole school closing. Class sizes in comparison to Gresham-Barlow at 30-50 students per classroom are small. HR schools are funded the same way except they get the local option "thanks to people here". The Local Option is a local property tax approved by the voters of Hood River County to provide additional funding to the Hood River County School District. CP Groves asked about funding per capita for students, Mr. Goldman explained that funding follows enrollment, and added a local government used to have taxing authority in their county. Measure 5 changed that, and it now goes to the State. There are different kinds of weights used for funding depending on a child's barriers. He briefly described the formulas for budgeting schools and clarified how the budgeting process works. He believes the school district is doing a very good job, and the HR schools are the best and mentioned they are in the top 15 in the State of Oregon. CP Groves asked what number of children it would take to reopen the high school in CL. It is imperative as the town moves forward with economic development and said the school was the heart of the community. People would like to know there is a school here if they move here for jobs. Mr. Goldman stated there is no discussion to reopen the High School in CL There has been no discussion on the number it would take since he has been here. Commissioner Caldwell stated at the time the school was closed, a question was asked what it will take to reopen the school. There were numbers discussed at that time and needed would be 200 students. Mr. Goldman stated the focus is to provide the best education. Students come from Cascade Locks or Parkdale which is also 25 miles away. Oregon budgets are so far behind in the nation, there has to be significant state wide tax reform. Commissioner Haight asked if programs are expanding. Mr. Goldman stated that there is a new alternative education learning program at the high school. He reiterated that they are cutting \$320,000 from the budget this year. He stated there will be a new principal who will also be a part time teacher in Cascade Locks next year. CP Groves thanked Mr. Goldman for attending the meeting. He added there will be a Hood River County School Board meeting in Cascade Locks next Wednesday.

7. Other Matters: None

- 8. Adjournment for City Council: Council Member Helfrich made a motion to adjourn. Seconded by Council Member Fitzpatrick. The motion was unanimous. The joint meeting adjourned at 6:45pm.**

The Port Commission went into recess at 6:45pm

The Port Commission returned to regular session at 6:57pm

PORT COMMISSION REGULAR SESSION AGENDA

9. **Items from the floor: (Special presentations, outside resource presentations and other reports not requiring action).**
 - a. **Comments from the General Public: - None**
 - b. **Reports & comments from Government Officials – None**
 - c. **Commission member comments: CP Groves stated that he attended the Action Team Meeting today, and added it is very positive. He stated he has signed the Puff Factory documents and asked Don Mann if the Puff Factory documents had been signed yet. Interim Economic Development Manager, Don Mann responded they have been received by Puff Factory and awaiting signature. CP Groves stated he met with Jill Miles with Oregon Business Development today about setting up a data center in the Business Park. She will set up a tour to look at data centers in the State. They are huge in Oregon.**

10. **Consent Agenda (Consent Agenda may be approved in its entirety in a single motion, Items are considered to be routine, Any Commissioner may make a motion to remove any item from the Consent Agenda for individual discussion).**
 - a. **Approval of Minutes dated April 2, 2015 and April 16, 2015**
 - b. **Approval of Bills in the amount of \$140,877.48**
 - c. **Approval of April 2015 payroll in the amount of \$47,782.12**

COMMISSIONER CALDWELL MOTIONED TO APPROVE THE CONSENT AGENDA AS STATED. SECONDED BY COMMISSIONER HAIGHT. The motion was unanimous. 4-0.

11. **Commission Business Action Items:**
 - a. **Action on seeking approval on Port Commission operating procedures – IGM Koch stated the Commission reviewed the preliminary draft a few weeks ago. He then formulated the recommendations concepts from the Commission into a proposed Commission meeting and operating procedure and guidelines handbook.**

COMMISSIONER MOHR MADE A MOTION TO APPROVE THE COMMISSION MEETING AND OPERATING PROCEDURES DOCUMENT. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 4-0.

12. Staff Reports:

- a. **Interim General Manager Report including Department & Program reports – IGM Koch stated David Evans had the contract with Oregon Department of Transportation to do two year inspection on the Bridge of the Gods. There is nothing out of the ordinary to report. In July 2015 they will come back to the Commission and give a full inspection report. This will allow the new bridge engineer to review the 10 year BOG plan. The deck issue may be done at a sooner**

date than the timeline shows. Port Attorney Brooks is reviewing the proposed contract with HDR Engineering. HNTB Engineering have moved out of Portland area. The Commission will meet for dinner on June 2, 2015 with the Friends of the Gorge (FOG). He met with Kevin Gorman (FOG) and they have stated they will take no position on the Nestle project. The Port continues to work with OneGorge to work together moving in a positive direction for full implementation of the National Scenic Area. Toll Booth Park is experiencing problems with parking and foot traffic as tourism increase. Staff will meet with the Forest Service on this issue on Friday May 22, 2015 to discuss this. A pedestrian crossing may be expedited because of that. IGM Koch asked for direction on how to proceed to meet with Dan Yate of the Portland Spirit. He asked if they want to move forward or postpone the meeting. There was a consensus to wait until July. CP Groves stated that he received complaints there is low water and there is a major drop off at the boat launch resulting in some boat trailers getting stuck. IGM Koch agreed to get ahold of the Oregon State Marine Board to put up some signage to warn boaters.

- b. **Economic Development Report:** Don Mann reported that the Port is waiting on a signature from the Puff Factory for the lease and the option to purchase. CP Groves signed the documents yesterday. He reported the final draft of the Letter of Intent is being reviewed by Heuker Bros. Don Mann stated he had a discussion with Tenneson Engineering who is designing the road, Columbia Gorge Way in the Business Park as well as the bio swale. This design should be finished in the next few weeks. He stated he talked with David Merriweather at HR County regarding the lot the Port would like to purchase. The price is set at \$70,000. Mr. Mann stated the Port continues to have conversations with Thunder Island Brewing and stated they are interested in staying in their current space. Commissioner Caldwell stated she would like to see the original agreed upon timeline for Thunder Island Brewing. The Commission is asking for a business plan, financial assurances and job projection from Thunder Island Brewing. Mr. Mann recommended setting up a meeting with Thunder Island Brewing to discuss plans. There was a brief discussion on the timeline, costs and property sales in the Business Park.

13. Recess into Executive Session – The Commission did not recess into Executive Session

14. Any action as a result of the Executive Session – None. The Commission did not recess into Executive Session.

15. Adjournment:

COMMISSIONER MOHR MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 4-0. the meeting adjourned at 7:30pm.

Port of Cascade Locks:

Attest:

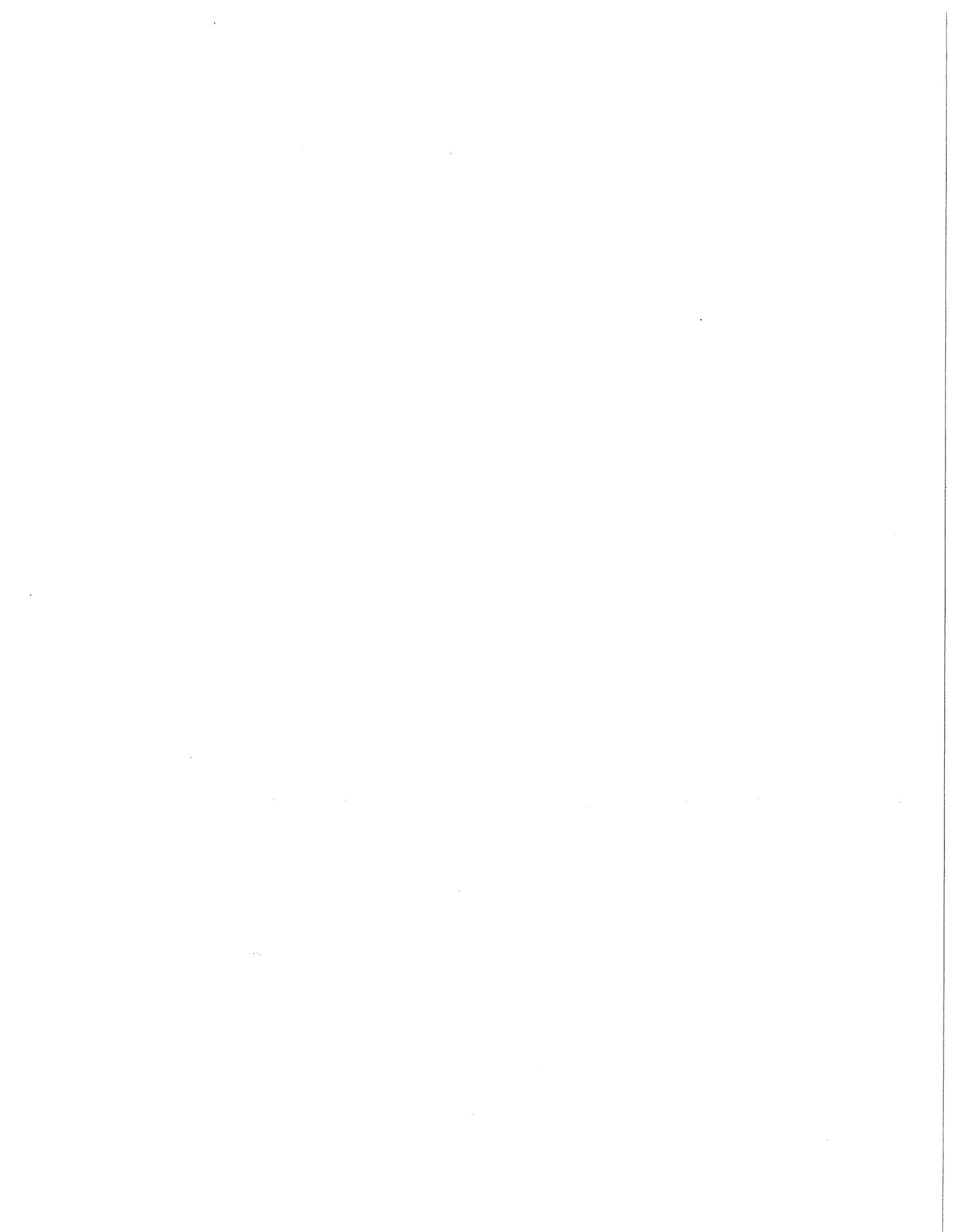
Jess Groves, President
Port Commission

Donna Mohr, Secretary Treasurer

Tom Cramblett, Mayor
City of Cascade Locks

DATE APPROVED:

Prepared by: Sally Moore



1. **Call to Order/Pledge of Allegiance/Roll Call.** Mayor Cramblett called the meeting to order at 7:00 PM. CM's Groves, Fitzpatrick, Randall, Helfrich, Busdieker, and Mayor Cramblett were present. CM Walker was excused. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, Finance Officer Marianne Bump, Gyda Haight, Kathy Tittle, Ed and Aurora delVal, Dave Palais, Curtis Bain, Kathy Fitzgerald, Chris Ramsey, and Camera Operator Betty Rush.
2. **Additions or amendments to the Agenda.** Mayor Cramblett said he would move agenda item 6 after the Public Hearings.
3. **Adoption of Consent Agenda.**
 - a. **Approval of May 11, 2015 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$345,124.87.**
 - c. **Approve Resolution No. 1327 Approving a 2014/2015 Correcting Budget Amendment For Lions Club Donation.**
 - d. **Approve Resolution No. 1328 Extending Workers' Compensation Coverage to Volunteers.**

Mayor Cramblett read the list of items on the Consent Agenda. CM Busdieker said she would like further discussion on the May 11, 2015 minutes. **Motion:** CM Helfrich moved, seconded by CM Busdieker, to approve the Consent Agenda minus approval of minutes. The motion passed with CM's Groves, Fitzpatrick, Randall, Helfrich, Busdieker, and Mayor Cramblett voting in favor.

CM Busdieker said that she would like a quote from the Mayor added to the May 11 minutes under Mayor and Council Comments. She said when talking about the water bottling plant project his exact words were, "That's what's going to happen. Water will be sold to them." She said this doesn't sound like a proposal but something that is already decided. She said she sent an email to the Mayor asking for clarification and didn't get a reply so she wants this added to the minutes. Mayor Cramblett asked Council if they agree with the amendment. **Motion:** CM Fitzpatrick moved, seconded by CM Busdieker, to approve the May 11, 2015 minutes with the amendment as stated. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Helfrich, Busdieker, and Mayor Cramblett.

4. **Public Hearings:**
 - a. **2015/2016 Budget Hearing.** Mayor Cramblett opened the Hearing at 7:04 PM asking for public comment and stated that he would close all three Hearings at the end of Agenda Item 4.c.

CA Zimmerman said there were some changes due to rounding. There was no public comment.

- b. **Revenue Sharing Hearing.** Mayor Cramblett opened the Hearing at 7:06 PM and asked for public comment. Someone from the audience asked what revenue sharing was and CA Zimmerman explained. He also explained where the money was going to be spent.

- c. **Supplemental Budget Hearing for Cycle Oregon Grant.** Mayor Cramblett opened the Hearing at 7:08 PM and asked for public comment. CA Zimmerman explained that all the money wasn't spent so we would be returning the remaining funds.

Mayor Cramblett asked if there was any other public comment before he closed the Hearings. Hearing none, he closed all three Hearings at 7:10 PM.

Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community (moved ahead). Kathy Tittle said when she was first approached by Jess Groves, when first talking about Nestlé, she said she and her husband were all for it because they trusted the process. She said she now sees red flags regarding Nestlé Corporation transparency. She said she has since learned that others feel the same way. She said community members are afraid to speak publicly because of the relationships they have with the City Council and Port Commission.

Kathy said she would like to request an independent citizen vote for whether or not they want Nestlé here. She said she also wondered why the water bottling plant is being piggybacked on the water project discussion and why the town hall announcement doesn't include the name, Nestlé, in the announcement.

CA Zimmerman said the water system improvement project requires a public meeting for a status update. He said as long as everyone is together at a town hall why not talk about Nestlé. He said he didn't put Nestlé in the announcement because he figured everyone knew.

Ed delVal submitted what he read to Council (Exhibit A).

Dave Palais said he sat with CM Busdieker about a month ago and discussed the proposed project. He said she had a number of requests for information and data and is currently working on providing that. He said he hopes to have the information by the next Council meeting. He said there was a request for information on data given at a town hall meeting in 2010 regarding hydro geologic data. He said there was also a request for sample job descriptions and copies were passed out to Council. He said the information gathered will also be posted to their website. CM Busdieker said she had also requested the starting pay along with the job descriptions. Dave explained that as previously stated the wages will be based on a wage survey that is done within the area and explained that process. Kathy Tittle asked if the positions would be full time and include benefits. Dave responded that they would and benefits similar to these types of corporations, which would include medical, dental, vision, profit sharing, and education opportunities.

Curtis Bain said he is from the brewing industry in Portland and the brewing industry uses a lot of water. He said he has a lot of concern with water being funneled into one entity. He said Portland loves their breweries and has more breweries than anywhere else. He said it is going to be a big impact to satiate one company. He said he has heard that Nestlé would employ 50 employees and two breweries would employ that many people. He said that would be a smaller economic impact and a smaller resource impact. Curtis said this decision will impact many other people.

Kathy Fitzgerald said the river is low and has never seen the river so low. She said Oregon and Washington is headed toward a drought situation. She said the Columbia River is the life line of the Pacific Northwest providing energy, food, jobs and recreation and becoming dangerously polluted. She said the Columbia River is the second most toxic polluted river in the United States. She said what happens if we allow Nestlé to bottle from here and take nine million gallons per month, which is a lot of fresh water that would be flushing into the Columbia River. Kathy said there are a lot of breweries and bottling plants along the way but they aren't a mega corporation. She said if we allow this company into the Gorge it will be like allowing McDonalds into Ocean Park in Long Beach. She said this would be extremely detrimental to the Columbia Gorge. Kathy said we have heard that the Council is saying that this is their water and their right to sell it. She urged Council to take a look at what they are about to let happen. She said Nestles' track record does not serve small communities.

Kathy said Ron Wyden is looking at a new legislation called the Columbia River Basin Restoration Program and would like Council to respond to her as to how Nestlé would affect the Columbia River basin. She said there haven't been any studies correlating to the Mt. Hood Recreation Preservation Act. She said she would like Council to survey all the tributaries that flow into the Columbia River. She said she would also like to see the studies for fish also on the website. She said there is so much to consider. She said this may look like a good thing for this community but is not sure that it is.

CA Zimmerman explained that the low river levels are due to Bonneville Corps of Engineers lowering the river in order to study fish passage at various dams. Kathy Fitzgerald said she has been in the Gorge for 52 years and has never seen the water this low whether testing or not. She said she thinks we are facing a catastrophic water situation. She asked if a million gallons of water wouldn't be better for our trees and the State of Oregon.

Chris Ramsey said she has lived in large and small towns and has worked several jobs and with the fish for 12 years. She said it is discouraging how huge corporations can come into impoverished communities with their promises and then leave. She said Nestlé doesn't follow through. She said Nestlé may bring their own people for the jobs with few little jobs for Cascade Locks citizens. She urged Council to consider the long term impact. She said Nestlé is still guzzling water in California.

Aurora delVal said there is a lot of rhetoric about outside agitators and to let Cascade Locks speak for themselves. She said this is disturbing language to her because she lives in this town and considers the whole area because the

water flows everywhere. She questioned where the water really comes from and does Cascade Locks really have the right. She said water is like gold and there are drought issues going on right now. She said she wondered why this would even be considered here. Aurora said she has been a long time college educator at Portland Community College and all colleges have water filling stations. She said she does not support bottled water. She said it is not only the water but the production of plastic and the use of resource to reduce the plastic, ship out, etc. She said that is disturbing.

Aurora urged Council to have a real town hall meeting without Nestlé and to have that conversation with Cascade Locks and neighboring community members.

Ed delVal asked for the Nestlé Fact Sheet on the City's website to be accessible for the visually impaired.

5. Action Items:

a. Appointment to Committees. None.

b. Approval of Municipal Court Judge. City Attorney Cleaveland stated he would be joining the firm of Annala and Carey and it would be a conflict for Will Carey to be the municipal judge. He stated the current contract with Sosnoski and Cleaveland is still intact but that he would be working out of Will Carey's office. He explained that any other attorney in Will Carey's office will also be available to the City when he is not available. Attorney Cleaveland stated that James Mason is qualified and interested in being the Municipal Judge for Cascade Locks. CM Busdieker said she would like to see Mr. Mason's resume. CA Zimmerman said he would bring this back to the next meeting.

c. Discussion on Holiday Lighting Program. CA Zimmerman explained that the current holiday light decorations are not in good condition and asked Council if they were interested in a renewal or replacement program. Mayor Cramblett said money is tight and he would take this project on. He said he has spent several hours in the past repairing the pole light decorations.

d. Approve Resolution No. 1329 Declaring the City's Election to Receive State Revenues. Motion: CM Helfrich moved, seconded by CM Randall, to approve Resolution No. 1329. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Helfrich, Busdieker, and Mayor Cramblett.

e. Approve Resolution No. 1330 Adopting the Municipal Corporate Budget for Fiscal Year 2015/2016, Making Appropriations, Authorizing Expenditures and Levying Taxes. Motion: CM Helfrich moved, seconded by CM Randall, to approve Resolution No. 1330. Mayor Cramblett said the Budget Committee wanted Council to talk about the 2% raise and maintaining the contribution toward insurance. He said the Cost of Living Adjustment (COLA) is .5% so this raise is 1.5% beyond cost of living. CA Zimmerman said the employees are behind by about 7% over the last 10 years. He said the 2% is considered a raise and not a COLA. He explained the insurance contribution was left as is due to the union contract being negotiated at the end of this year. CA Zimmerman said the amount can always be changed in the future but may as well wait to see how union contract negotiations will play out with insurance benefits.

Mayor Cramblett said the Finance Committee is doing their own survey but the results haven't been returned. He said in doing his own research our employees are in the ballpark with other cities. He said one thing that bothers him is that 2% on salary for employees making \$40,000 will give them more than employees making \$20,000. He questioned why the lower paid employees couldn't get a bigger raise. CA Zimmerman said he could restructure the budget to give the lower paid employees more and the higher paid employees less; he could do that, but would probably be a first in a municipal budget.

Mayor Cramblett said staff is committed but wants staff to understand that PERS increases are going to hammer the City. He said the rate payers are going to have to pay these increases. He said staff needs to be aware of this increase and the health benefit side. He suggested Council discuss these issues before the budget process begins. He said the City is very generous to the employees.

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

f. **Approve Resolution No. 1331 Authorizing a 2014/2015 Budget Amendment For Completion of Cell Tower Project.** **Motion:** CM Busdieker moved, seconded by CM Helfrich, to approve Resolution No. 1331. Mayor Cramblett said the Port and the City worked together to make this happen. He thanked CA Zimmerman for his part in completing this project. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Helfrich, Busdieker, and Mayor Cramblett.

g. **Approve Resolution No. 1332 Adopting a 2014/2015 Supplemental Budget For Cycle Oregon Grant.** **Motion:** CM Busdieker moved, seconded by CM Fitzpatrick, to approve Resolution No. 1332. CM Busdieker thanked staff for the good job they did in putting up the signs. CA Zimmerman thanked CM Busdieker for her help with this project. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Helfrich, Busdieker, and Mayor Cramblett.

h. **Discussion on Sale of Marijuana.** CA Zimmerman said Council has three options toward regulation of marijuana sales. City Attorney Cleaveland explained that the federal law restricts marijuana sales 1000 feet from a school. He said the Council could also have time, place, and manner restrictions. He suggested Council treat sales of medical and recreational marijuana the same. CA Zimmerman explained the difference in business licenses and an ordinance to regulate. Mayor Cramblett asked each Councilor for their opinion.

CM Helfrich said he would like place, time, and manner restrictions included in an ordinance along with parks or where children congregate. He said the edibles are a problem for him and would like to keep this type of business out of the downtown area. CM Fitzpatrick said he would like to restrict from being in the downtown area. CM Busdieker said this could be a way to improve economic development. She said this issue was passed decisively and the Council is supposed to be doing what the citizens want and we should be working to make it happen. She said the downtown area is fine with her. CM Randall said he would like to restrict from downtown. CM Groves said not in downtown. Mayor Cramblett said he would rather this type of business be located in the industrial area and not in the downtown.

CA Zimmerman said he needed direction from the Council as to which way to proceed. Direction from the majority of Council was to restrict the sale of marijuana from the downtown area and the ordinance to include language to include restricting sales from an area where children congregate. Mayor Cramblett said he did not want to have any legal ramifications and wanted to make sure the ordinance that is put together is defensible. The majority of Council wants the ordinance to include vape cigarettes. CA Zimmerman said there would be an ordinance drafted for the next meeting for Council to consider.

i. **Approve Property, Liability, and Workers Compensation Insurance Renewal.** **Motion:** CM Groves moved, seconded by CM Randall, to approve the insurance renewal with CIS. Mayor Cramblett asked for a vote. CM's Groves, Fitzpatrick, Randall, Helfrich, and Mayor Cramblett voted in favor. CM Busdieker said she didn't vote as she just received the information today. CM Busdieker asked if the City is receiving more or less earthquake insurance. CA Zimmerman said it is the same as last year. CM Busdieker also voted in favor.

6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** This took place earlier in the meeting.

7. **Reports and Presentations.**

a. **City Committees.** None.

b. **City Administrator Zimmerman Report.** CA Zimmerman gave his report (Exhibit B). There was consensus of Council to apply for the SCA Grant to chip seal whatever portion of Forest Lane that will cover.

CM Busdieker asked about Pat McCormick facilitating the town hall discussion. CA Zimmerman said he is a 50 year professional in the field and was recommended by Cable Huston.

8. **Mayor and City Council Comments.** CM Helfrich said he appreciated the views of everyone in the audience. He thanked staff for their hard work on the budget that was done in record time. He thanked all the staff for their work. CM Fitzpatrick thanked staff for the completion of the cell tower and for the work on the shop building. CM Busdieker thanked Cascade Locks citizens and others that drove here for attending the meeting and for their attendance at other public meetings.

CM Busdieker said Council Members have asked why are citizens speaking up now and not five or six years ago. She said that she was on the Planning Commission then and had to remain neutral but that she did write a letter to Council at that time stating that this was a recipe for disaster. She said when speaking to citizens they were led to believe that this was a done deal and nothing they could do about it. CM Busdieker said the response to her speaking up has been very supportive, positive and overwhelming. She said she is happy that people are standing up and speaking about this. CM Busdieker reported that she met last week with three people from the Governor's office and informed them that there is lack of comprehensive data on the water supplies between Mt. Hood and here in order to make any informed decision on this proposal.

CM Randall thanked Jesse Metheny and the Fire Department for their response to calls. He reminded citizens to take care in the heat and to also care for their animals. CM Groves thanked staff for their work and referenced a water leak on her street. She thanked the employees for all they do for the City.

Mayor Cramblett said the City has been working on a proposed project with Nestlé since 2008 and doing our due diligence. He said he was inflamed when reading a Councilor's inappropriate comments regarding the workforce in Cascade Locks. He said Cascade Locks no longer has a school because there are no jobs here. He said a lot of people in this town are waiting for jobs. He said the City has put a lot of money and effort into this and it will be a good thing for Cascade Locks. Mayor Cramblett said every City moves water and sells it. He said we have a resource. He said it will be up to the Council to get the right deal. He said every business coming to this town needs to buy water from the City. He said the Council welcomes input.

Mayor Cramblett said we are trying to do the best we can for our citizens and trying to get a business here and sell our resource. He said to not put down our citizens.

CM Helfrich read an email that was written by CM Busdieker (Exhibit C).

9. Other matters. None.

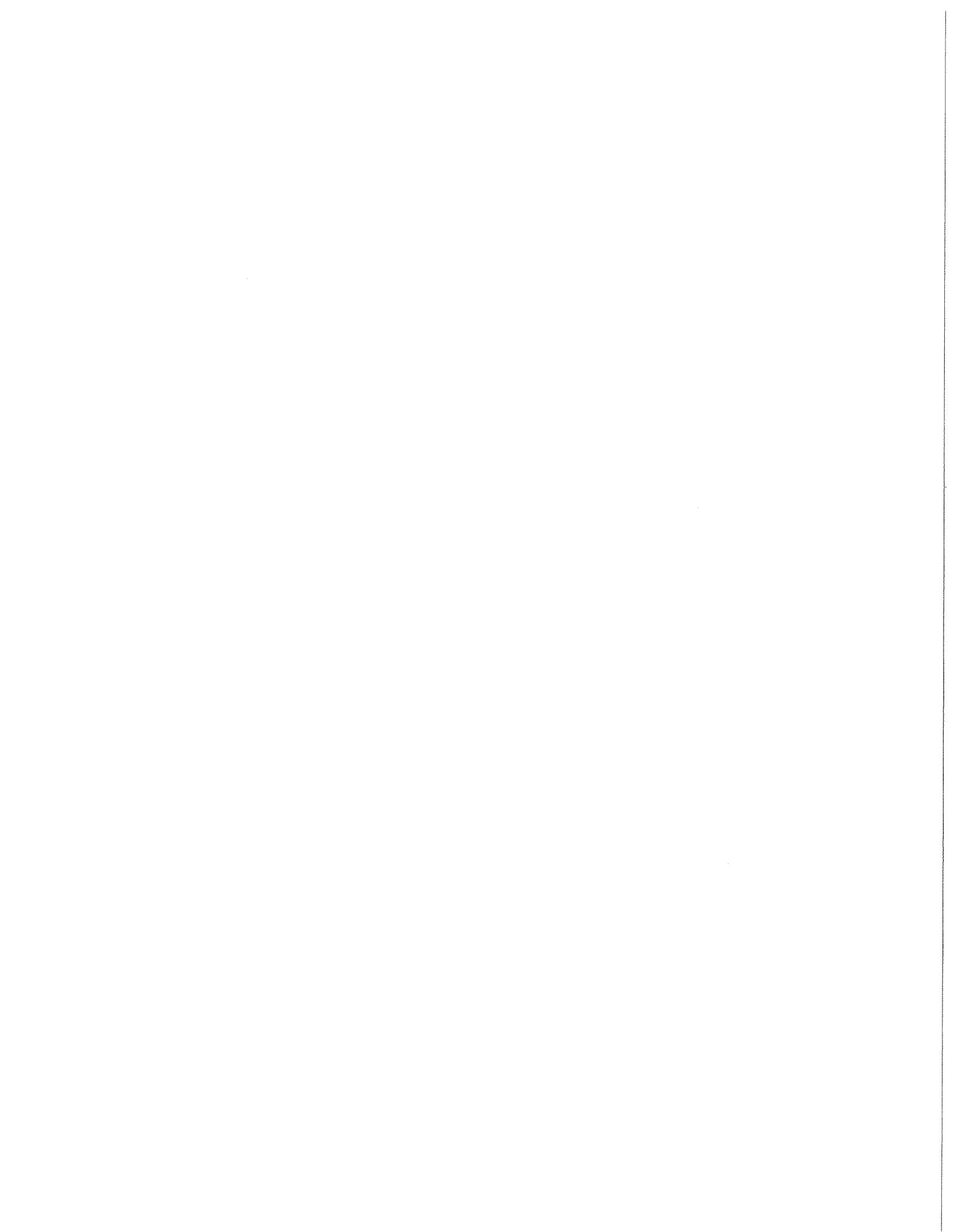
10. Executive Session as may be required under ORS 192.660 (2)(h) Potential Litigation. Regular Session was recessed at 8:53 PM and entered in Executive Session at 8:54 PM. CM's Groves, Fitzpatrick, Randall, Helfrich, Busdieker, and Mayor Cramblett were present. Also present were CA Zimmerman, CR Woosley, and City Attorney Cleaveland. CA Zimmerman said there would be no decision after Executive Session.

11. Adjournment. Motion: CM Helfrich moved, seconded by CM Randall, to adjourn. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Helfrich, Busdieker, and Mayor Cramblett. The meeting was adjourned at 9:08 PM.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

Tom Cramblett, Mayor



Statement to the City of Cascade Locks - June 8

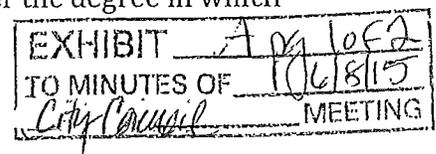
Honorable Mayor, Council Members, City Manager, and Residents of Cascade Locks:

Often, when in survival or crisis mode, as I have heard some refer to our state of being in this town, people often want to respond quickly and grasp at whatever seems like a promising solution. My wife and I felt this way two years ago when my mother was diagnosed with pancreatic cancer. Upon hearing her prognosis, we rushed to "save" her, not giving her and ourselves enough time to process the distressing news first and then to simply sit with it. I see now that there is real value to sitting with something rather than immediately reacting. In hindsight, I wish that my wife and I had devoted more time to allow her to express her complicated feelings and to ask what she truly wanted rather than to assume what she needed. Sometimes just sitting with something big and allowing it to fill up the room can be a powerful life saving response in and of itself.

We have something big happening in Cascade Locks: a deficiency of economic development, which affects our town's overall livability and appeal. While our elected officials and city and port managers may think they are acting in the town's best interest by clearing a path for Nestlé's water bottling plant here, I worry that they are making troubling assumptions about public consensus. I strongly recommend that we first sit with this big issue for a while longer, TOGETHER, most importantly, as well as on our own. We have the time to create the space necessary for this to happen. Here's my request for the town hall meetings, including for the one that has recently been scheduled:

First and foremost, Nestlé aside, we all need to spend some time envisioning what we want for ourselves as a town in a residents-only town hall. We need to collectively say, "Here's who we are and what we want for ourselves and what we want to offer others who visit our town." I would like to see our first town hall work towards this end. And knowing that there will be a good number of residents who may not make this meeting for any number of reasons, a survey should be sent out as well so as to collect the thoughts of as many people as possible. In order for this process to be effective, I urge the City and the Port to use a skilled independent facilitator to guide the discussions and to capture the town's thinking.

Also, it's critical that this first town hall NOT be about Nestlé and certainly not about a "city water system improvement project" conflated with a "potential water bottling plant" as is currently advertised. That is not a responsible invitation to "join a thoughtful discussion." Instead, a real town hall needs to be first about us and our vision for the town. By proceeding in this way, we will get more voices to the table, especially since there are some who, for a number of reasons, wouldn't be able to speak freely if the town hall meeting were focused on Nestlé. For example, some local business owners and City and Port employees feel constrained to speak publicly on this issue due to their sensitive relationships with the City and the Port. This is a real shame. Also, I have spoken with residents on the streets that feel uncomfortable to speak directly and honestly about Nestlé being here due to past interactions with others who have, as one resident put it, "got in my face about it." We don't want to lose the valuable contributions of these people. Paul Koch, in one of only a disappointing three responses I received from the Port and the City regarding my earlier requests for a town hall meeting on this issue, wrote back to me and said, "It is both the Port and the City desire to encourage voices from all perspectives." By making sure this happens, we will be in a better position to consider the degree in which



Statement to the City of Cascade Locks - June 8

Nestlé's proposal aligns with what we want and with who we are, this perhaps being the function of our second town hall.

both The second town hall could ask us as a community to look for those places of congruence between our vision and Nestlé's ~~proposal~~. *lets* *here* How does Nestlé's ~~proposal~~ facilitate our vision? How does it work against our vision? How does it fare in relation to other very important considerations beyond our immediate needs and desires as a town? Is there any room for further negotiation with Nestlé, or are we left with the realization that Nestlé's ~~proposal~~ may not be ~~an option~~ *for us* to consider ^{any} after all? Again, a skilled, independent facilitator can help us grapple with these important questions. And another citywide survey would be helpful here, too.

Lastly, because we don't live just amongst ourselves but are part of a greater community, it would be important to have another town hall meeting where we listen to the voices of others from outside our community, who can review our work and thinking while offering their unique perspectives. People from outside our community may be able to present some thinking that we would not arrive at on our own. The people who represent Nestlé are, in fact, outsiders, and we have been listening to them; let's also be willing to listen deeply to what others have to say. And I should add here, that just because we give room for people to voice their thinking, that doesn't mean that we have to always go along with that thinking; it just means that we will put ourselves in a better position to make an informed decision.

There's a lot for us to consider, and this is a very important conversation that needs to happen, so once again, a skilled, independent facilitator will be best equipped to make sure all of the above happens in an inclusive, respectful, productive manner. I have heard City and Port officials say they believe that they are acting in the best interests of this community; I say let's come together and make sure. Let's have **Real Talk for a Better Future**. We owe it to ourselves to sit for a while with this big issue that's come before our town and to remain open-minded going forward. By doing so, we may just come away from all this not only getting what we want but getting it in a way that's better than what we could have ever imagined.

Thank you for listening.

Edward del Val
115 SW Venture St.
Cascade Locks, OR 97014



(541) 374-8484

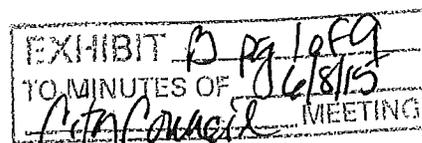
Fax: (541) 374-8752 TTY: 711

City Administrator Report to the City Council
Monday, June 8, 2015

- 1. ODOT SCA Grant:** Every two years the Oregon Department of Transportation reserves funding for Special City Allotment (SCA) grants. We used one of these grants two years ago to rebuild one block of Regulator Street. The City would like to apply for this grant again, but instead of rebuilding a street, we want to apply the funding to crack seal and chip-seal Forest Lane immediately after the water project is completed. Crack sealing is cleaning out and sealing the crack with tar to prevent water seepage into the road base. Chip sealing is placing an oil and rock surface onto the pavement. While we would apply for the funding now, we would not actually apply the crack and chip seal until after the water project work on Forest Lane is completed. We will do as much of Forest Lane as we can contract for beginning at WaNaPa and moving east. The County chip sealed Forest Lane from Jackson Roberts Road eastward last year. *May we apply for the SCA grant?*
- 2. MHCC Job Training:** Mount Hood Community College (MHCC) has received some job descriptions for Nestlé for potential jobs at the bottling plant. As Robert Weinman explains in his email, these are jobs that can apply to multiple companies in the area. MHCC is looking for 15-40 individuals who would be interested in training for these positions as well as qualifying for a National Career Readiness Certificate. If you are interest or know someone who might be interested, please call Robert Weinmann at 541-400-0969 for more information. These job descriptions are for a maintenance mechanic, warehouse supply chain person, production technician, and a quality assurance technician.
- 3. Credit Card Issue:** The City has its identity stolen. We noticed an unauthorized purchase of \$81.46 on the May VISA bill. The bank was immediately notified and the charge was reversed. We then closed our account and opened a new one. US Bank is investigating the charge. The charge was for a Vitamin Shop, no location specified.
- 4. Free Hazardous Waste Collection Event:** A free household hazardous waste collection event is scheduled for this Saturday from 10:00 am to noon at the Wastewater Treatment Plant. Businesses are also invited to contribute but they must pre-register at PSC Environmental Services at 1800-547-2436, ext. #2523.
- 5. Town Hall Discussion June 25:** There will be a town hall discussion concerning two subjects on Thursday, June 25, from 6:30 to 8:30 p.m. in the City Hall Gym. We will be providing an update on the status of the Water System Improvement Project and where we are with the potential for a Nestlé bottling plant. There will be a professional facilitator, Pat McCormick of AM:PM Public Relations, to assist with the meeting.

Thank you for all your effort on behalf of the City.

Gordon Zimmerman
Cascade Locks City Administrator



*Cascade Locks is where the Bridge of the Gods spans the Heart of the Gorge;
where mountain, wind, and water create the best sailing in the Northwest;
and where the "CL" on the license plate stands for Cascade Locks, the second largest city in Hood River County!
The City of Cascade Locks is an Equal Opportunity Provider.*

Gordon Zimmerman

From: Robert Weinman <Robert.Weinman@mhcc.edu>
Sent: Thursday, May 21, 2015 3:42 PM
To: Gordon Zimmerman; Paul Koch
Cc: Jarrod Hogue; Port of Cascade Locks
Subject: Technician Training Cascade Locks. - revised
Attachments: Maintenance Mechanic.pdf; Production Technician.pdf; Quality Assurance Technician.pdf; Warehouse Supply Chain Person.pdf

Gordon and Paul,

Had a productive meeting with Dave yesterday.

One idea that came out of the conversation for me is "Why Wait?"

Based on the job descriptions that Dave presents here, we are looking at skills that are NOT unique to Nestle, but rather very common to many of our major employers in and on the perimeter of the Gorge.

Example:

Hood River: Tofurky, Ryans Juice, Hood River Distillers, Diamond Fruit...even Cardinal Glass.
East Portland/Gresham: Teeny Foods, Harry's Fresh, Yoshida Foods, Specialty Baking
Cascade Locks: Bear Mountain(some skills) and future: Puff Factory, Nestle

Of course I think Nestle would prefer candidates with training AND Experience, which brings us back to the 'Why Wait' question.

For Cascade Locks residents, are there residents already working in this industry? (who are they) Are there residents interested in working in this industry? (who are they)

It might be good to take this inventory as a first step towards developing a 'WorkReady' community.

If we identify 15-40 individuals, it seems feasible to explore some short-term training that would help them advance in their current occupation and also prepare them as qualified candidates, should the NESTLE plant move forward.

We could also quantify their current abilities with the NCRC (National Career Readiness Certificate) and determine if their levels align with other Plant Operation type positions like Nestle.

This effort might also benefit Puff Factory.

Robert

Robert Weinman
CSBA, LEED Green Assoc., Certified Professional Coach
Economic & Workforce Development
Mt. Hood Community College
26000 SE Stark St, Gresham, OR 97030
Mobile: 541.400.0969/Fax: 503.491.7390
Robert.weinman@mhcc.edu

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 Please consider the environment before printing this email.

Maintenance Mechanic

Production Line Maintenance Mechanic for our manufacturing/bottling facility maintain, fix, and improve equipment used in bottling and packaging operations.

Key responsibilities include but are not limited to the following:

- Plan, lead and execute preventative maintenance (PM) according to PM schedule to minimize equipment downtime
- Complete reactive maintenance on production lines to recover from equipment failures by repairing mechanical, electrical, and structural components
- Create retrofits and fabrication, complete machine tear down/repair and assembly and work on PLCs, VFDs, and electric motors
Conduct creative problem solving to identify and perform equipment improvements
- Coach operators and peers on basic maintenance and equipment settings
- Participate in special project work on equipment upgrades or installations
- Work with team members and operators to ensure the daily production schedule is met
- Maintain partnerships with team members and vendors using effective communication
- Provide break relief to production operators or team members as needed
- Operate a forklift as needed to complete duties

Key qualifications include:

- High school diploma or GED; additional technical training or certifications desired
- 3 or more years of previous maintenance experience in an industrial manufacturing environment
- Demonstrated sense of urgency in completing tasks and comfort working in a high speed production environment
- Strong mechanical and electrical skills; PLC experience desired
- Solid computer skills, including the use of Word, Excel, Outlook
- Experience with CMMS or ERP systems needed, SAP experience preferred
- Ability to work independently or with a team and communicate effectively
- Solid problem solving and decision making skills with the ability to coach others
- Willingness to work holidays and weekends as we are a 24/7 facility operating through most weekends and holidays
- Ability to successfully complete an online skills assessment prior to onsite interview

Warehouse Supply Chain Person

Key responsibilities include but are not limited to the following:

- Safely operate a forklift to move raw materials or finished products to the warehouse or onto trucks for distribution to customers
- Complete pre-trip inspections and maintain energy source for lift
- Operate, changeover, clean, troubleshoot, and complete basic maintenance on palletizing equipment
- Conduct hourly quality checks and inspect full goods and pallets or other raw materials as needed
- Complete and maintain quality, inventory and preventative maintenance documentation
- Use scanning equipment to ensure accurate tracking of inventory within the facility
- Work as a team with other forklift drivers to prevent line stoppages and improve operations
- Maintain work area in an organized and clean manner ensuring safety and Good Manufacturing Practices (GMPs)
- Monitor and track equipment downtime, equipment output and other key metrics
- Meet or exceed performance goals, including pallets/labor hour, line loading and truck turn time
- Interact with production and warehouse team members, quality control and maintenance to maximize output and efficiency
- Cross train to perform other lift and off lift activities as required
- Provide vacation coverage to team members

Key qualifications include:

- High school diploma or GED
- Two or more years of prior forklift experience with a solid safety record, ideally in a fast paced forklift environment
- Prior exposure to manufacturing desired, preferably the food or beverage industry with knowledge of GMPs
- Solid computer skills, experience with SAP desired
- Demonstrated sense of urgency and comfort working in a fast pace forklift environment
- Ability to work independently or with a team with solid communication skills
- Solid problem solving and decision making skills
- Willingness to work holidays and weekends as we are a 24/7 business operating through most weekends and holidays
- Ability to successfully complete an online skills assessment prior to onsite interview

Production Technician

Production Technicians work as a team in a high volume, light manufacturing environment. Duties include operating high speed bottling or packaging equipment, loading raw materials, equipment troubleshooting, preventative maintenance, quality control inspections, line sanitation, and data recording. Individuals must maintain workstations in an organized and clean manner to ensure safety and Good Manufacturing Practices. They interact with production team members, quality assurance technicians, and maintenance technicians to improve safety, quality and maximize plant output.

Key Responsibilities include, but are not limited to:

- Operate, clean, and service production equipment (e.g. bottle fillers, case packers, etc.)
- Perform and record preventative maintenance activity on production equipment
- Work with production teammates and other employees to generate efficiency, quality, and safety improvements
- Conduct equipment changeovers to accommodate production demands
- Conduct quality inspections on processes, raw materials, and finished products
- Troubleshoot basic equipment problems and make basic repairs
- Read and use equipment manuals and diagrams
- Stage raw materials at work stations using a forklift
- Record production output, quality results, and reasons for equipment downtime in computer applications
- Adhere to excellent housekeeping standards at work stations

Key Qualifications:

- Excellent communication skills and the ability to interact with other team members
- Ability to work safely and multi-task in a fast-paced, quickly changing environment
- Strong organizational skills and attention to detail
- Must be willing to work day and night shifts, full-time hours as well as weekends and holidays as needed during the assignment. Typical shift schedule is 12 hour days (alternating between 36 hours one week and 48 hours the next.)
- Manufacturing experience is preferred
- Proficient with computer use; familiar with SAP and standard Microsoft Office Software
- High School diploma or GED equivalent.
- Ability to successfully complete an online skills assessment prior to onsite interview

Quality Assurance Technician

Key duties:

- Execute microbiology tests on raw materials, water sources, in-process samples, environmental samples, and finished products in accordance with corporate requirements.
- Execute chemistry tests on raw materials, water sources, in-process samples, and finished products in accordance with corporate requirements.
- Record microbiology and chemistry results, interpret data, and formulate action plans to establish corrective and preventive measures.
- Train employees in function-specific quality control tasks, standards, and responsibilities.
- Verify production technician test accuracy through duplicate analysis.
- Formulate mineral batches and verify concentrations.
- Calibrate UV disinfection treatment systems.
- Recondition ozone disinfection equipment sensors.
- Perform instrument calibration and maintenance.
- Support management of the sensory program.
- Complete internal proficiency testing trials.
- Maintain Good Laboratory Practices (GLP)
- Monitor factory GMP's and correct any substandard conditions.
- Maintain quality records and paperwork.
- Support the QA Department and Plant Operations as necessary to maintain high standards of quality.

Key qualifications:

- Bachelor of Science in Microbiology, Food Science/Technology or comparable field preferred.
- Strong organizational skills and attention to detail.
- Knowledge of water chemistry and experience working with chemicals.
- Strong microbiology/science background. Auditing Skills, SPC knowledge, CIP and cleaning systems and procedures. Understanding of microbiology principles and test procedures. At least 2 years relevant work experience, manufacturing experience a plus.
- Excellent communication skills and the ability to interact with other team members
- Computer proficiency in SAP and standard Microsoft Office software.
- Ability to multi-task in a fast paced environment.
- Ability to successfully complete an online skills assessment prior to onsite interview

FREE Hazardous Waste Collection Event for Households and Businesses*

WHAT: Clean up & dispose of those leftover chemicals

WHEN: Saturday, June 13, 2015 10am-2pm

WHERE: The wastewater treatment plant
105 Herman Creek Lane, Cascade Locks, Oregon

*Businesses ---Although **Free**, pre-registration is required for businesses. This helps our contractor bring the proper supplies.
Call PSC Environmental Services at 1-800-547-2436, ext #2523

Bring:

- Oil-based and Latex paints and stains
- Yard and garden chemicals
- Cleaners, disinfectants, and solvents
- Automotive fluids like antifreeze
- Pool and spa chemicals
- Art and hobby chemicals
- Fluorescent lamps, CFL bulbs and ballasts
- Fire extinguishers
- All batteries
- Propane bottles and tanks

Sponsored by:

Tri-County Hazardous Waste & Recycling Program...a joint effort of the City of Cascade Locks and other local jurisdictions, as well as Wasco, Sherman and Hood River Counties. Call 541-506-2632 or visit www.tricountyrecycle.com

**City of Cascade Locks/
Port Commission**

TOWNHALL DISCUSSION

The City Council and Port Commission invite you
to join a thoughtful discussion about:

Water System Improvement Project

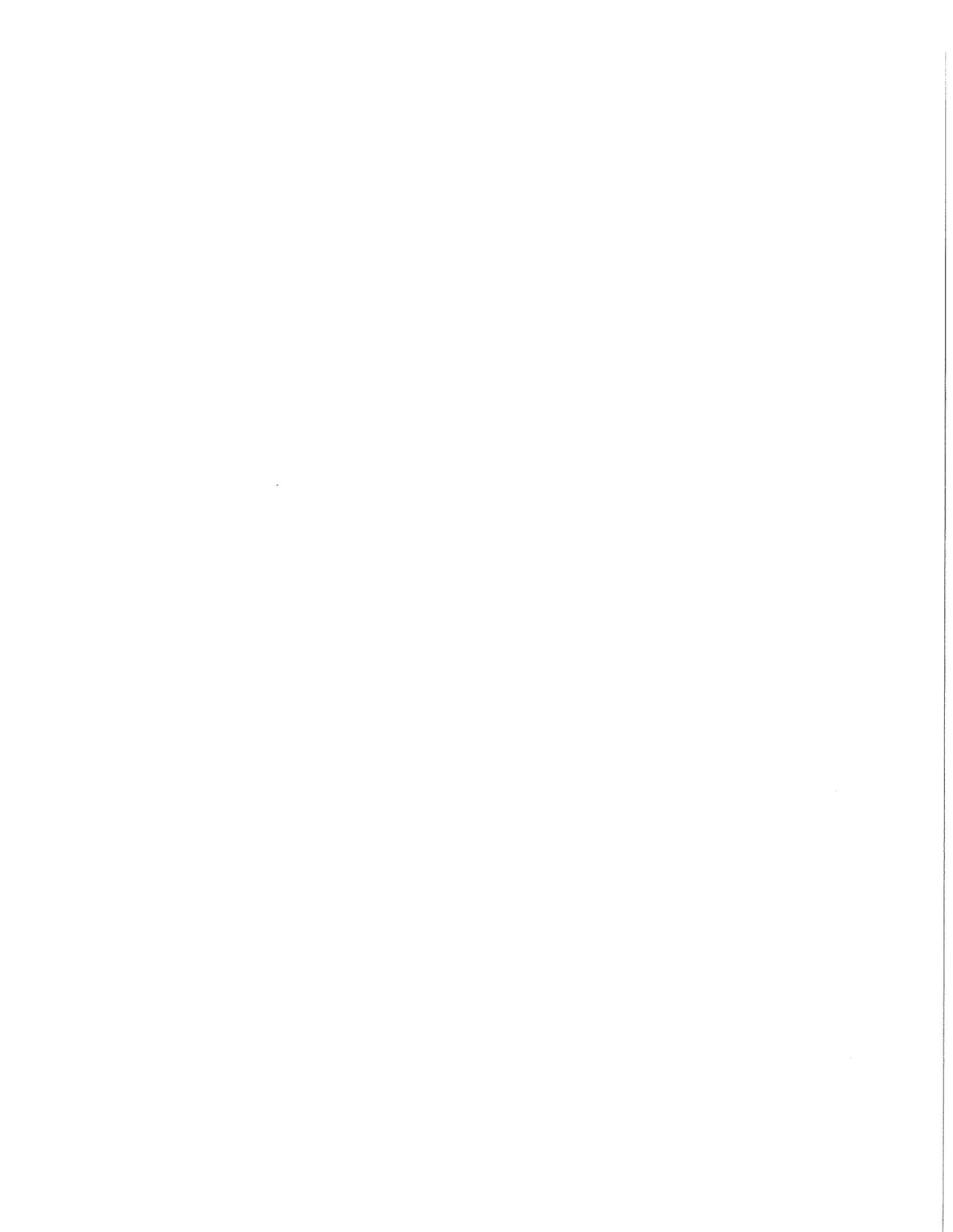
The Proposed Water Bottling Plant

**Cascade Locks City Hall
Gymnasium**

Thursday, June 25

6:30 to 8:30

(light refreshments will be served)



From: "deannab" <deannab@dbdesign.info>
Sent: Wednesday, May 20, 2015 11:21:44 PM
Subject: direction and focus

hello all!

i've been a little quiet this week because i've been trying to collect my thoughts on the feedback coming in about what direction the group should take. one priority that has emerged is the need for a steering or planning group. we need to get organized while we have a lot of energy and momentum, but there have to be some people willing to take responsibility for keeping things moving. it seems like we also need to form subcommittees so people can work on what they're most passionate about. some people want to make sure all of the facts are put out there, not just what nestle provides. others want to get out on the picket line and be visible. here are some ideas i have about how subcommittees might

look:

media/letter writing -- letters to the editor, editorial pieces, letters to government officials, press conferences, social media, spokesperson for interviews, etc.

citizen actions -- organizing picketing and protests, possible citizens' initiative to require a vote.

door to door/education -- hitting the pavement to talk to people one on one, setting up documentary film series

research -- helping me dig up information to perform the due diligence the city doesn't seem willing to economic development -- i really strongly believe that this needs to be an important component. the first thing city hall usually comes back with is that nestle is here with money to spend, what are you offering instead? we would come across better if we have feasible ideas to propose.

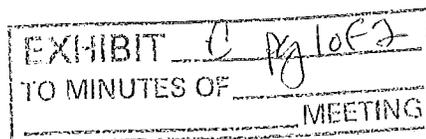
fundraising -- yard signs, etc. cost money perhaps someone from each subcommittee could be on the planning group. then when we have full meetings, we can share information and decide how to move forward. anyone could work with any or all of the subcommittees as they see fit.

not everyone has to know all there is about everything concerning the proposal, but when we interact with people, we really need to be sure of our basic facts and not promoting hearsay. i realized that when i gave a wrong answer to a very basic question in the press conference last week.

it was a human mistake because after reading so many hydrogeology reports, the streams were starting to mix up in my memory, and i corrected it as soon as i got home as best i could. i was really mad at myself, embarrassed, and don't want the rest of you to be in that position if at all possible. it also reduces our credibility.

so now the difficult part ... because of my position as an elected official, i may have to withdraw from organizing. when the ten or so of us met for the first time, i really wanted to keep the focus on getting all of the information out there, not just what nestle tells us, creating a space for real discussion, and working on economic development alternatives that don't include a multinational corporation.

as the group gets bigger, i see more movement towards picketing and protests and being loudly anti-nestle. you have complete support from me, but i'm getting into all kinds of grey area with ethics and council rules, especially once there is any fundraising going on. i'm still researching the ethics rules on community organizing as an elected official, but any financial ties are definitely scrutinized extra closely. i may just have to take on a role as consultant or advisor while you all decide where the group is going to go from here, and i probably shouldn't have anything at all to do with fundraising.



i really sincerely hope that we can all work together to accomplish a common goal: keep nestle out and develop an economy that works for cascade locks. different people have different reasons for questioning the proposal, but if we work together we can be much stronger than if people were just out doing their own thing for their own reasons. i want to thank all of you for your support and willingness to step up and do something. i didn't know what kind of response i would get when i first made a statement and the way you all have come out of the woodwork is inspiring! i now know that there are a lot of people who didn't feel like they were being heard, and i am proud to represent you.

please reply just to me your comments and committees you'd like to work with. i'm also going to try and cut down on the number of emails everyone is getting as things get organized by making a sort of digest.

it would be great to see consensus on the organization of the group and subcommittees established ASAP. then i would back out to a secondary role.

thanks again wonderful people!

db

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PAGE NO. 1

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DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

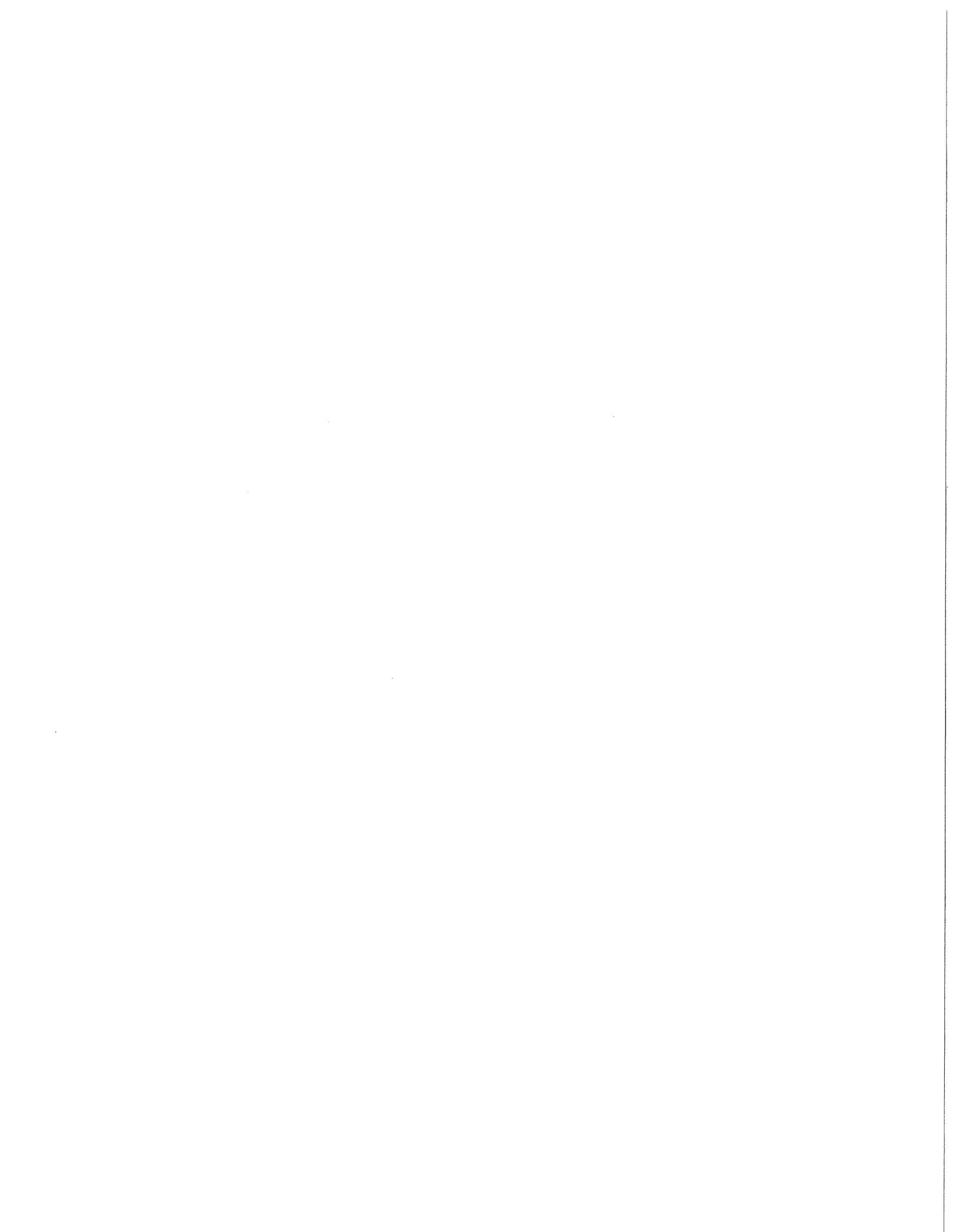
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6/12/2015	PR	\$ 34,571.66
6/15/2015	A/P	\$ 34,642.00

GRAND TOTAL \$ 69,213.66

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APPROVAL:

Mayor



Report Criteria:
Report type: GL detail

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5915	06/15	06/15/2015	4910	600143906 6	Andrea Slaughte	Refund Deposit	5121130	146.28
Total 5915:								
5916	06/15	06/15/2015	4910	100049003 6	Antonio Munoz	Refund Deposit	5121130	261.13
Total 5916:								
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5919	06/15	06/15/2015	590	C339976	CARSON OIL COMPANY	fuel	0540562420	31.82
Total 5919:								
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5920	06/15	06/15/2015	670	100003500 6	CASCADE LOCKS LIGHT CO.	res. no. 2	2140562070	32.45
5920	06/15	06/15/2015	670	100030200 6	CASCADE LOCKS LIGHT CO.	pump lift station	3140562070	28.30
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5920	06/15	06/15/2015	670	100379100 6	CASCADE LOCKS LIGHT CO.	Treatment Plant	3140562070	2,353.58
5920	06/15	06/15/2015	670	100381300 6	CASCADE LOCKS LIGHT CO.	warehouse	2140562070	38.71
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5920	06/15	06/15/2015	670	300155900 6	CASCADE LOCKS LIGHT CO.	Museum	0140762630	121.61
5920	06/15	06/15/2015	670	300171800 6	CASCADE LOCKS LIGHT CO.	Mail lighting	5140562800	39.68

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
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5920	06/15	06/15/2015	670	301961200 6	CASCADE LOCKS LIGHT CO.	Bike Path	0140162552	11.38
5920	06/15	06/15/2015	670	600135000 6	CASCADE LOCKS LIGHT CO.	City Hall	0140162552	943.99
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Total 5920:								6,508.36
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5921	06/15	06/15/2015	790	320153997 6	CENTURYLINK	well house dialer	2140562050	7.88
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5922	06/15	06/15/2015	940	060115	CITY OF SPRINGFIELD	Ambulance Billing Service	0540562111	228.00
Total 5922:								228.00
5923	06/15	06/15/2015	6852	JUNE 2015	College of Emergency Services	Installation Paymen for J. Bennett	0540562024	790.00
Total 5923:								790.00
5924	06/15	06/15/2015	1120	B103558	COLUMBIA HARDWARE, LLC	spray paint	2140562560	21.96
5924	06/15	06/15/2015	1120	B103558	COLUMBIA HARDWARE, LLC	spray paint	3140562560	16.47
5924	06/15	06/15/2015	1120	B104887	COLUMBIA HARDWARE, LLC	misc supplies	0140462520	15.14
5924	06/15	06/15/2015	1120	B104927	COLUMBIA HARDWARE, LLC	misc. fastener and rope cleat	0140462520	4.39
5924	06/15	06/15/2015	1120	B104928	COLUMBIA HARDWARE, LLC	nut driver set	2140562560	14.99
Total 5924:								72.95
5925	06/15	06/15/2015	6912	59	db design	contract support	0840562110	684.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 5925:								684.00
5926	06/15	06/15/2015	1410	06012015	DENNIS SNYDER CONTRACTORS	move equipment, etc. to install UG servic	5645163941	1,293.75
Total 5926:								1,293.75
5927	06/15	06/15/2015	1620	786	EFFICIENCY SERVICES GROUP, LLC	BPA Program Services May 2015	5140562139	750.00
Total 5927:								750.00
5928	06/15	06/15/2015	1640	6959	ELMERS FLAG AND BANNER	flag pole cap	5140562870	198.65
Total 5928:								198.65
5929	06/15	06/15/2015	2020	1297991	GENERAL PACIFIC INC.	horizontal vector	5645163941	3,150.00
Total 5929:								3,150.00
5930	06/15	06/15/2015	6854	062915	Gordon Zimmerman	reimburse mileage	0140162020	85.84
Total 5930:								85.84
5931	06/15	06/15/2015	2420	7974	HOOD RIVER CO. - FINANCE	June 2015 Deputy Service	0141962250	8,217.50
Total 5931:								8,217.50
5932	06/15	06/15/2015	2570	5151036	HOOD RIVER NEWS	Notice of Budget Hearing	0140162030	104.00
5932	06/15	06/15/2015	2570	5151037	HOOD RIVER NEWS	state revenue sharing	0140162030	48.00
5932	06/15	06/15/2015	2570	5151040	HOOD RIVER NEWS	supp. budget hearing	0140162030	60.00
Total 5932:								212.00
5933	06/15	06/15/2015	2580	71529	HOOD RIVER SAND & GRAVEL	concrete	5640563941	944.60
Total 5933:								944.60
5934	06/15	06/15/2015	4910	103714902 6	Jeff or Nicole Roshak	Refund Deposit	5121130	75.23

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 5934:								75.23
5935	06/15	06/15/2015	2840	MAY 2015	JESSE METHENY	reimburse mileage	0540562420	477.83
Total 5935:								477.83
5936	06/15	06/15/2015	6874	JUNE 2015	LIN Television Corporation	programming	4140562740	234.90
Total 5936:								234.90
5937	06/15	06/15/2015	6834	052915	Lowell Joerg	in response to donated postcard from 19	0140362870	10.00
Total 5937:								10.00
5938	06/15	06/15/2015	3160	060915	MARIANNE BUMP/PETTY CASH	record Book Property Deed	0140362870	71.00
5938	06/15	06/15/2015	3160	060915	MARIANNE BUMP/PETTY CASH	Reimburse Petty Cash	0840562055	33.63
Total 5938:								104.63
5939	06/15	06/15/2015	3360	060915	Megan Webb	Reimburse Mileage	0140162020	24.15
Total 5939:								24.15
5940	06/15	06/15/2015	3380	KPDX JUNE	Meredith Corporation	Retransmission	4140562740	129.60
5940	06/15	06/15/2015	3380	KPTV JUNE	Meredith Corporation	Retransmission	4140562740	307.80
Total 5940:								437.40
5941	06/15	06/15/2015	6844	9763	Merina & Company, LLP	TRT Audit BOTG Hotel	0140362081	910.00
5941	06/15	06/15/2015	6844	9763	Merina & Company, LLP	TRT Audit BOTG Hotel	0840562081	390.00
Total 5941:								1,300.00
5942	06/15	06/15/2015	6946	712996	Meyers Custom Lumber	lumber for shop	5645163941	455.00
5942	06/15	06/15/2015	6946	712997	Meyers Custom Lumber	lumber for shop	5645163941	380.00
Total 5942:								835.00
5943	06/15	06/15/2015	4910	600131601 6	Nadine Steen	Refund Deposit	5121130	82.37

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 5943:								
5944	06/15	06/15/2015	3770	22-201505	NET ASSETS	Title Search	0140162110	11.00
Total 5944:								
5945	06/15	06/15/2015	6949	15387R	NorthWest Graphic Works	uniforms	0540562029	794.36
Total 5945:								
5946	06/15	06/15/2015	6871	15-11074	Northwest Safety Clean	NFPA inspection/repairs	0540562350	189.85
5946	06/15	06/15/2015	6871	15-11089	Northwest Safety Clean	5-gallon pails	0540562350	162.95
Total 5946:								
5947	06/15	06/15/2015	4030	1401 2015-1	OHA-EMS	Ambulance Service Renewal	0540562351	75.00
5947	06/15	06/15/2015	4030	1401 2015-1	OHA-EMS	Ambulance License E218108	0540562860	45.00
Total 5947:								
5948	06/15	06/15/2015	4070	5050390	ONE CALL CONCEPTS, INC.	Regular Tickets	6140562110	57.75
Total 5948:								
5949	06/15	06/15/2015	6769	0515198	PARC Resources, LLC	City Planning	0140262075	49.50
5949	06/15	06/15/2015	6769	0515198	PARC Resources, LLC	Planning Services	0140262090	346.75
Total 5949:								
5950	06/15	06/15/2015	6920	6647249	Part Lumber Co.	Lumber for new shop	5645163941	192.31
Total 5950:								
5951	06/15	06/15/2015	6780	5036244367	Ricoh Americas Corporation	Copies	0140162110	131.07
Total 5951:								
5952	06/15	06/15/2015	5040	346	ROCKRANCH ENTERPRISES	Contract PW Super	0340562080	200.00
5952	06/15	06/15/2015	5040	346	ROCKRANCH ENTERPRISES	Contract PW Super	2140562080	200.00

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 5952:								400.00
5953	06/15	06/15/2015	5180	51395	SCHLOSSER MACHINE INC.	pins and washers for dumptruck tail gate	5140562201	77.00
Total 5953:								77.00
5954	06/15	06/15/2015	6886	JUNE 2015	Sinclair Television Group, Inc.	retransmission	4140562740	356.40
Total 5954:								356.40
5955	06/15	06/15/2015	5460	MAY 2015	Sosnkowski & Cleaveland P.C.	Attorney Fees	0140162100	1,336.50
Total 5955:								1,336.50
5956	06/15	06/15/2015	5510	8034643952	STAPLES CONTRACT & COMMERCIA	pens and pad of paper	0140162010	71.81
Total 5956:								71.81
5957	06/15	06/15/2015	5660	12002	TANNINEN REPAIR SERVICE LLC	inspect vehicles for state licensing	0540562441	175.00
Total 5957:								175.00
5958	06/15	06/15/2015	6070	925277	TWGW, INC NAPA AUTO PARTS	weed eater trim	0140462520	39.10
Total 5958:								39.10
5959	06/15	06/15/2015	6110	2015-2016	U.S. POSTAL SERVICE	Annual Box Fee	0140162110	68.00
Total 5959:								68.00
5960	06/15	06/15/2015	6690	061115	WOOSLEY, KATHY	Reimburse Mileage	0140162020	12.36
Total 5960:								12.36
6151501	06/15	06/15/2015	3650	15050923	NATIONAL CABLE TELEVISION COOP.	Programming	4140562740	3,955.82
Total 6151501:								3,955.82

Check Issue Dates: 6/15/2015 - 6/15/2015

Jun 16, 2015 08:12AM

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
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Grand Totals:

37,642.00

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	.00	13,426.85-	13,426.85-
01-401-62010	71.81	.00	71.81
01-401-62020	122.35	.00	122.35
01-401-62030	212.00	.00	212.00
01-401-62050	378.96	.00	378.96
01-401-62100	1,336.50	.00	1,336.50
01-401-62110	210.07	.00	210.07
01-401-62552	1,041.40	.00	1,041.40
01-402-62075	49.50	.00	49.50
01-402-62090	346.75	.00	346.75
01-403-62081	910.00	.00	910.00
01-403-62870	81.00	.00	81.00
01-404-62520	77.70	.00	77.70
01-407-62630	121.61	.00	121.61
01-408-62025	249.70	.00	249.70
01-419-62250	8,217.50	.00	8,217.50
03-21010	.00	200.00-	200.00-
03-405-62080	200.00	.00	200.00
05-21010	.00	4,313.03-	4,313.03-
05-405-62024	790.00	.00	790.00
05-405-62029	794.36	.00	794.36
05-405-62050	133.00	.00	133.00
05-405-62111	228.00	.00	228.00
05-405-62350	352.80	.00	352.80
05-405-62351	842.05	.00	842.05
05-405-62420	509.65	.00	509.65
05-405-62439	443.17	.00	443.17
05-405-62441	175.00	.00	175.00
05-405-62860	45.00	.00	45.00
08-21010	.00	1,107.63-	1,107.63-
08-405-62055	33.63	.00	33.63
08-405-62081	390.00	.00	390.00
08-405-62110	684.00	.00	684.00
21-21010	.00	1,871.79-	1,871.79-
21-405-62050	133.35	.00	133.35
21-405-62070	1,501.49	.00	1,501.49
21-405-62080	200.00	.00	200.00
21-405-62560	36.95	.00	36.95

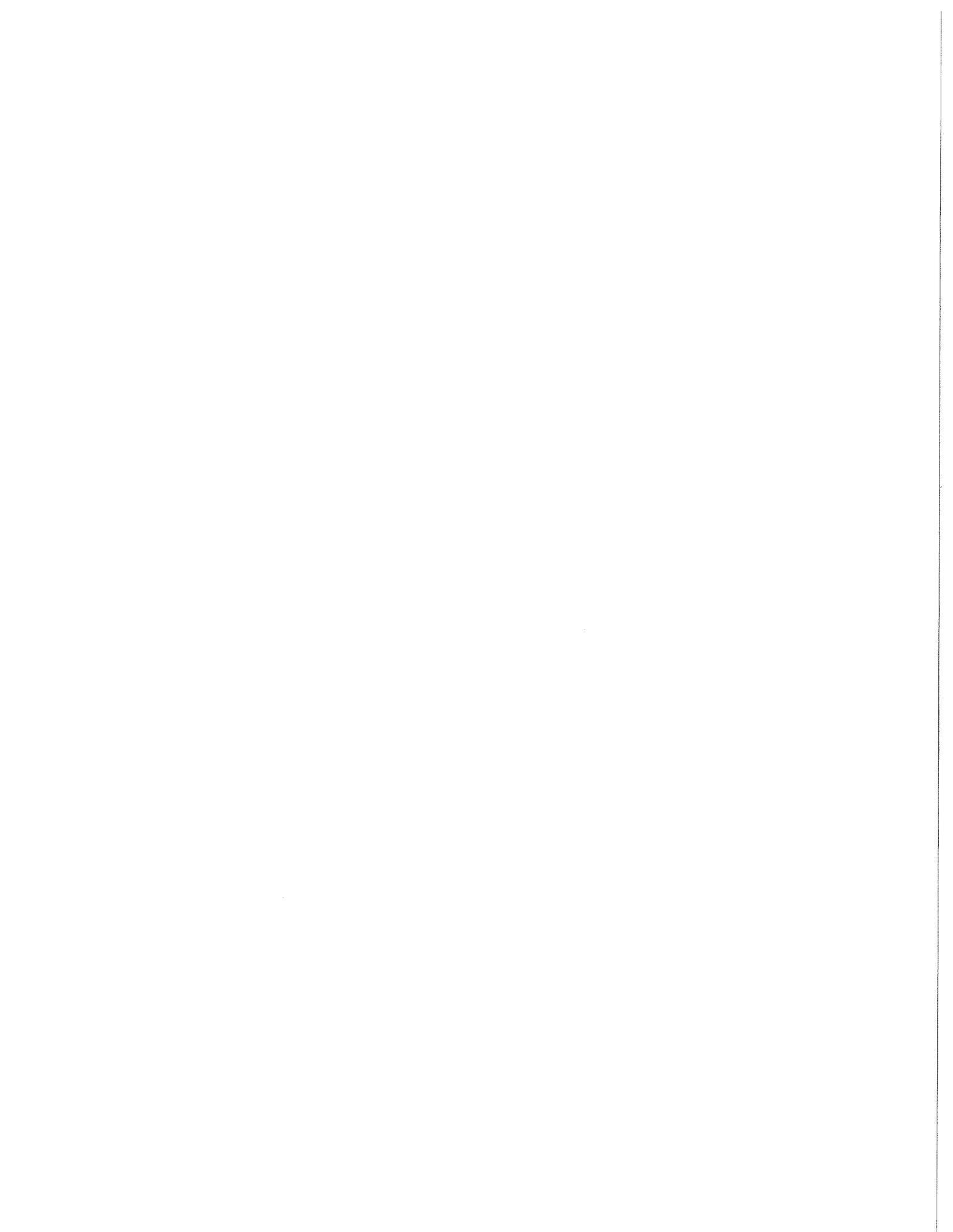
M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
31-21010	.00	3,257.69-	3,257.69-
31-405-62050	279.91	.00	279.91
31-405-62070	2,961.31	.00	2,961.31
31-405-62560	16.47	.00	16.47
41-21010	.00	5,143.02-	5,143.02-
41-405-62740	5,143.02	.00	5,143.02
51-21010	.00	1,906.33-	1,906.33-
51-21130	565.01	.00	565.01
51-405-62050	54.60	.00	54.60
51-405-62110	57.75	.00	57.75
51-405-62138	150.00	.00	150.00
51-405-62139	750.00	.00	750.00
51-405-62201	77.00	.00	77.00
51-405-62800	39.68	.00	39.68
51-405-62870	198.65	.00	198.65
51-406-62050	13.64	.00	13.64
56-21010	.00	6,415.66-	6,415.66-
56-405-63941	944.60	.00	944.60
56-451-63941	5,471.06	.00	5,471.06
Grand Totals:	37,642.00	37,642.00-	.00

Report Criteria:

Report Type: GL detail

M = Manual Check, V = Void Check



AGENDA ITEM NO: 3.d.

CASCADE LOCKS STAFF REPORT

Date Prepared: June 16, 2015

For City Council Meeting on: June 22, 2015

TO: Honorable Mayor and City Council

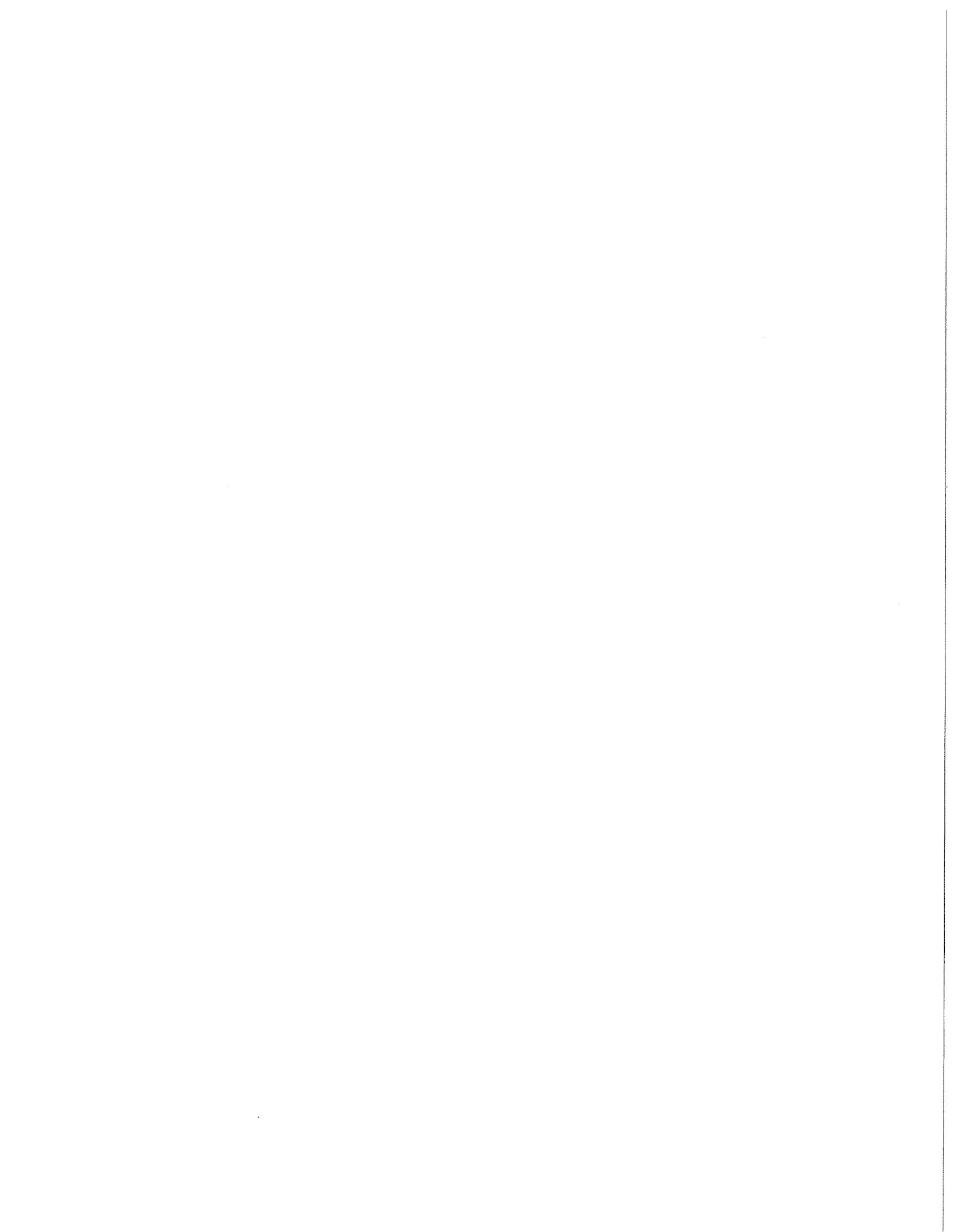
PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approval of Emergency Reporting Contract

SYNOPSIS: The City is required to report the emergencies to which we respond. We have a contract with Emergency Reporting that we have used for a long time. The attached is the annual invoice. Since it is over my approval limit, it is necessary to bring this to Council for approval.

CITY COUNCIL OPTIONS: Accept or reject the invoice.

RECOMMENDED MOTION: "I move to approve the invoice 2015-2080 from Emergency Reporting of Bellingham, WA for \$2,888 for the fiscal year 2015-2016."





EMERGENCY REPORTING

851 Coho Way, Suite 301
Bellingham, WA 98225

INVOICE

DATE	INVOICE #
6/1/2015	2015-2080

TERMS	DUE DATE
Net 30	7/1/2015

Cascade Locks Fire & EMS
PO Box 308
Cascade Locks, OR 97014

Account #
154

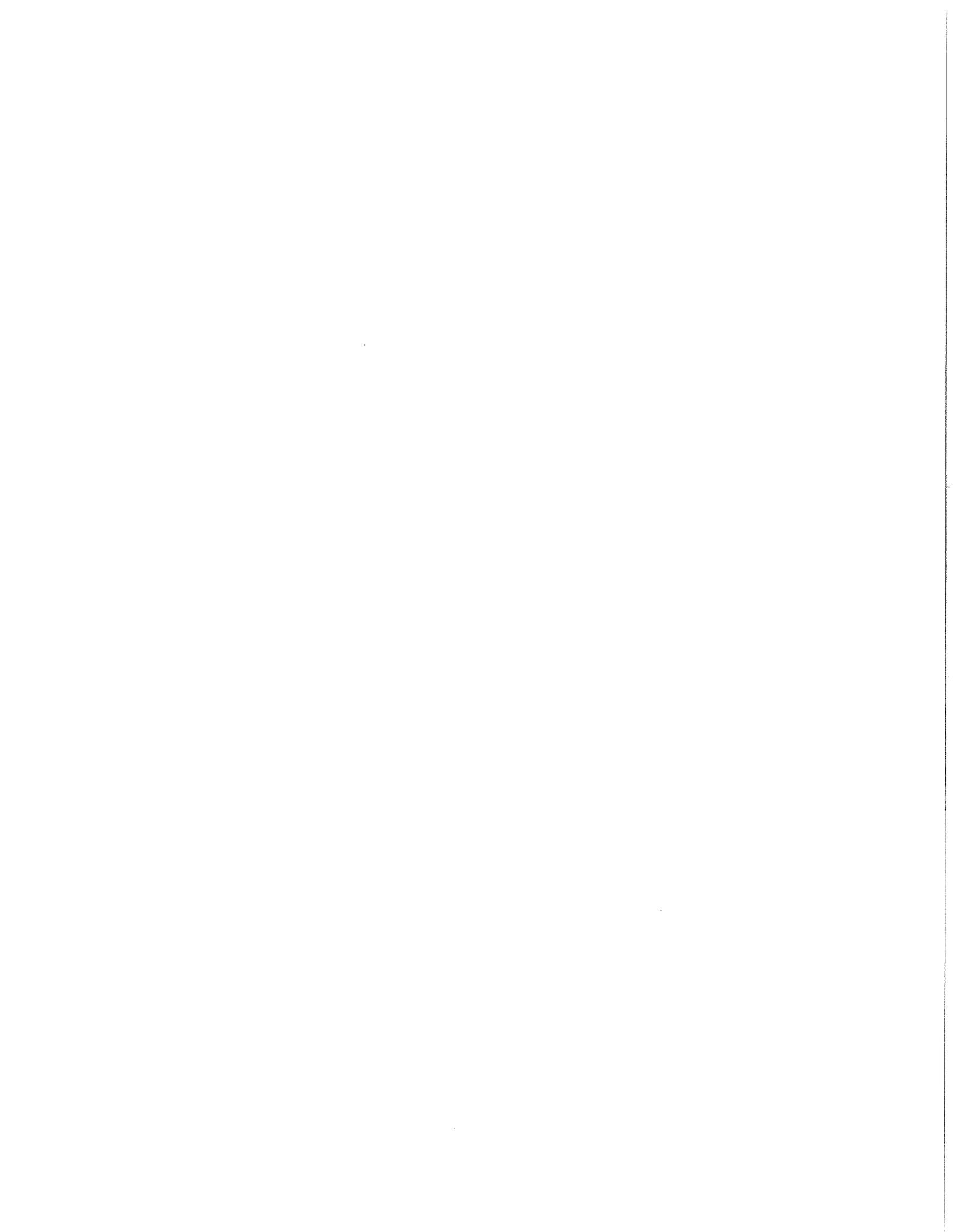
PO # (if applicable)

# STNS/REGISTRANTS/DAYS	DESCRIPTION	RATE	AMOUNT
1	Yearly invoice for FIRE & EMS COMBO package for July 2015 - June 2016	2,388.00	2,388.00
	Yearly invoice for Medical Billing Maintenance for July 2015 - June 2016	500.00	500.00
	*Emergency Reporting is now offering electronic billing, if you would like to receive your invoices by e-mail, please send your e-mail address and department name to billing@emergencyreporting.com . Thank you.		
	Total sales tax calculated by AvaTax	0.00	0.00

Thank you for your business!

FOR BILLING QUESTIONS or PAYMENTS:
866-773-7678, ext. 113
billing@emergencyreporting.com

SUBTOTAL	\$2,888.00
Sales Tax	\$0.00
TOTAL	\$2,888.00
Payments/Credits	\$0.00
Balance Due	\$2,888.00



STAFF REPORT

Date Prepared: 6/16/15

For City Council Meeting on: 6/22/15

TO: Honorable Mayor and City Council

PREPARED BY: Marianne Bump, Finance Officer

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Authorizing budget appropriations & expenditures from various funds for fiscal year ending June 30, 2015.

SYNOPSIS: During the adopted budget year certain funds may experience expenditures and revenues above approved category limits. Oregon Budget Law recognizes these events and allows for transferring of fund between approved category limits.

CITY COUNCIL OPTIONS:

1. Approve Resolution No. 1333 as presented.
2. Establish other direction for staff to proceed
3. Take no action

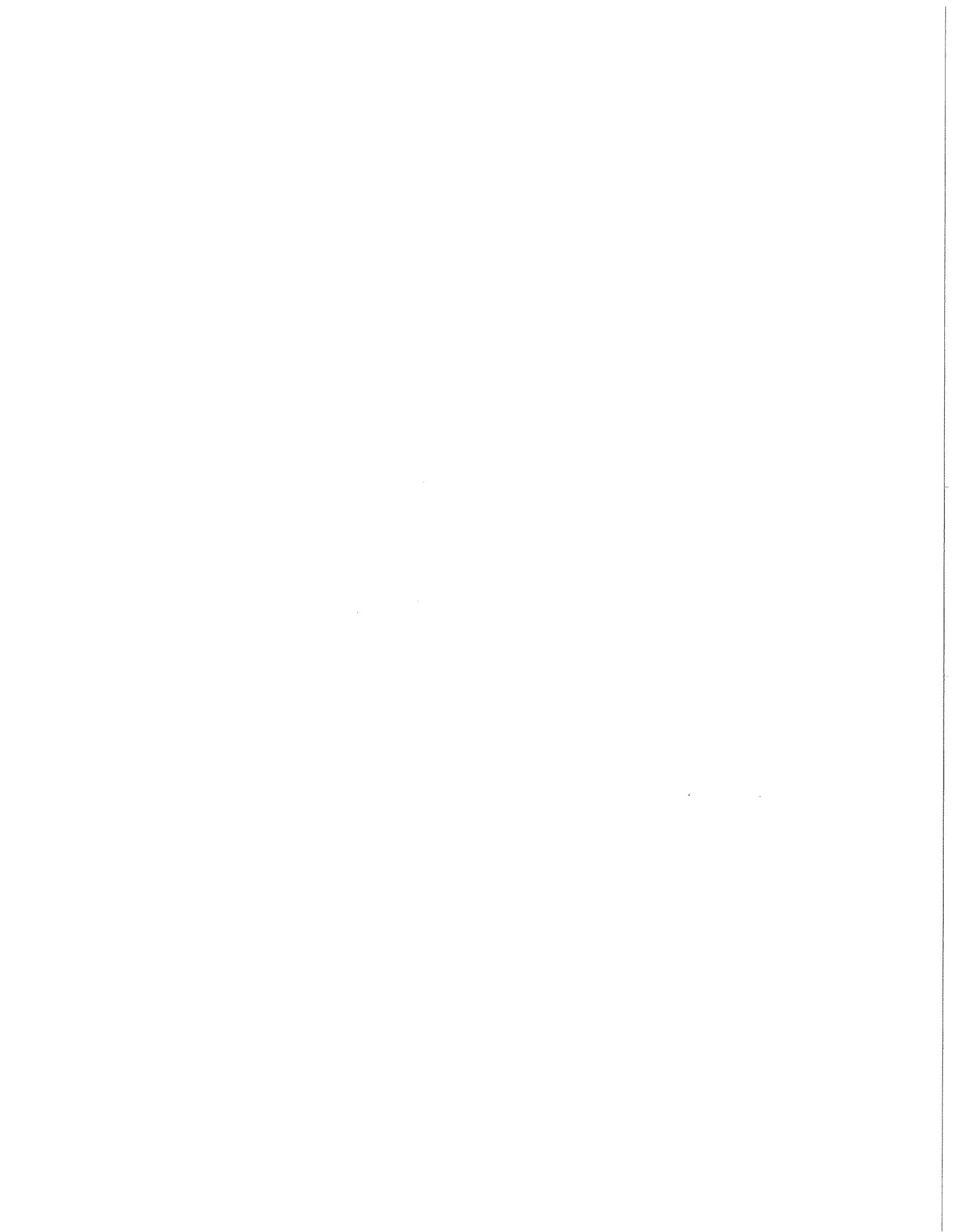
RECOMMENDATION: The City Council, by motion, approve Resolution No. 1333 authorizing the transfer of funds between categories of various funds, making appropriations and authorizing expenditures for the fiscal year ending June 30, 2015.

Legal Review and Opinion: N/A

Financial review and status: For various reasons funds and budget limits within various categories will/have exceed budgeted limits for the Fiscal Year ending June 30, 2015. The reallocation is necessary for Oregon Budget Law compliance.

BACKGROUND INFORMATION:

1. This is a reallocation of resources that can occur each year to correct the current budget before June 30, 2015.



RESOLUTION No. 1333

A RESOLUTION AUTHORIZING TRANSFER OF FUNDS BETWEEN CATEGORIES AND RECOGNIZING ADDITIONAL REVENUE OF VARIOUS FUNDS, MAKING APPROPRIATIONS AND AUTHORIZING EXPENDITURES FOR THE FISCAL YEAR ENDING JUNE 30, 2015.

WHEREAS, during the adopted budget year certain funds may experience expenditures above approved category limits; and

WHEREAS, Oregon Budget Law recognizes these events and allows for transferring of funds between approved category limits; and

WHEREAS, for various reasons the following funds and the budgeted limits within various categories have been exceeded in the Fiscal Year ending June 30, 2015; and

WHEREAS, some funds have experienced and increase in revenues over projected budgeted figures ; and

WHEREAS, the above reallocation of resources and requirements is necessary to correct the FY 2014-2015 Budget;

NOW, THEREFORE , THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, RESOLVES THAT THE FOLLOWING TRANSFERS OF FUNDS BETWEEN BUDGETED CATEGORIES ARE AUTHORIZED;

Section 1. Authorizing Budget Transfers.

<u>FUND OR DEPARTMENT.</u>	<u>BUDGETED LINE ITEM WITHIN CATEGORY</u>	<u>RESOURCES NEEDED</u>	<u>REALLOCATE</u>	<u>ACCOUNT NO.</u>
<u>GENERAL FUND (Admin)</u>				
Transfer Fr Govt./Com. Relations M&S	750	650	- 100	01-408-62022
Transfer to Museum M&S	1,700	1,800	+ 100	01-407-62630
<u>EMERGENCY SERVICES FUND</u>				
Unanticipated Revenue-Beginning Balance	55,000	65,000	+ 10,000	05-305-40010
Transfer to EMS Materials & Services	6,750	11,750	+ 5,000	05-405-62441
Transfer to EMS Materials & Services	2,000	5,000	+ 3,000	05-405-62024
Transfer to EMS Materials & Services	1,500	3,500	+ 2,000	05-405-62440
<u>CEMETERY</u>				
Unanticipated Revenue-Opening/Closing	1,000	2,700	+ 1,700	17-305-43562
Unanticipated Revenue-Sale of Plots	1,200	2,100	+ 900	17-305-43561
Transfer to Personnel Services	1,992	4,592	+ 2,600	17-405-61150
<u>WATER FUND</u>				
Transfer from Material & Services	6,000	3,500	- 2,500	21-405-62080
Transfer to Personnel Services	11,543	14,043	+ 2,500	21-405-61152
<u>SEWER FUND</u>				
Unanticipated Revenue-Beginning Balance	75,000	82,000	+ 7,000	31-305-40010
Transfer to Personnel Services	3,420	7,420	+ 4,000	31-405-61152
Transfer to Personnel Services	1,864	4,864	+ 3,000	31-405-61155

Section 2. Expiration. This resolution shall remain in effect until completion and acceptance of the annual Audit for Fiscal Year 2014-2015.

Adopted by the City Council this 22nd day of June, 2015.

Approved by the Mayor this 22nd day of June 2015.

ATTEST:

Mayor

City Recorder

AGENDA ITEM NO: 5.c.

CASCADE LOCKS STAFF REPORT

Date Prepared: June 15, 2015

For City Council Meeting on: June 22, 2015

TO: Honorable Mayor and City Council

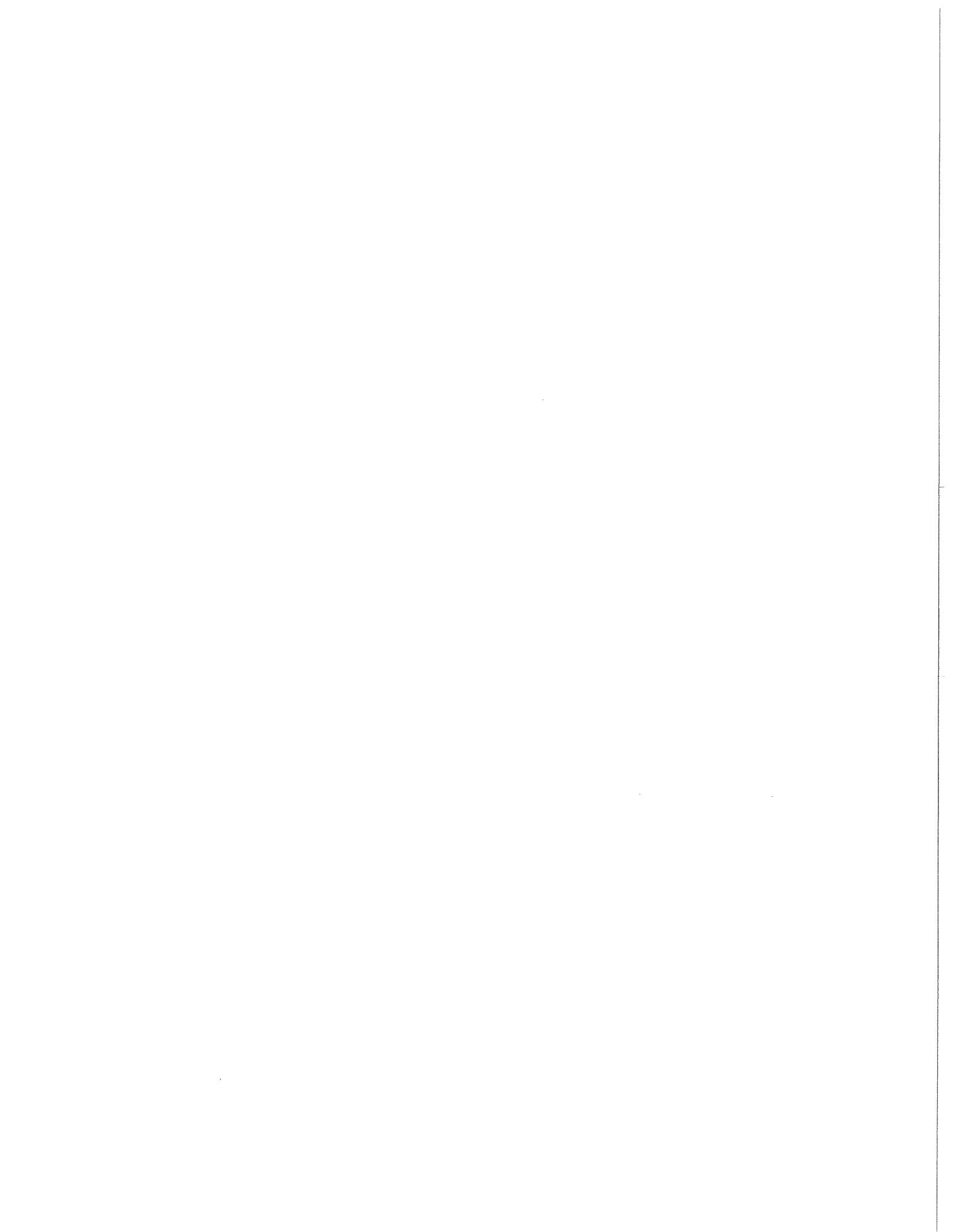
PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve IGA Between the City and Hood River County Library District

SYNOPSIS: As you know, the County Library District rents a room in City Hall as a library for the residents of Cascade Locks. This agreement is an extension of the current agreement. The Library is planning to move into the Cascade Locks Community Center located in the School. When that occurs, the Library would terminate the agreement and pay a prorated rent.

CITY COUNCIL OPTIONS: Approve, modify, or reject the IGA with the Hood River County Library District.

RECOMMENDED MOTION: "I move to approve the IGA between the City of Cascade Locks and the Hood River County Library District for the rental of City Hall space for the fiscal year 2015-2016."



Intergovernmental Agreement
 between the
City of Cascade Locks, Oregon
 and the
Hood River County Library District (HRCLD)
 regarding space for the
Cascade Locks Branch of the Hood River County Library District

This Agreement is entered into this 22nd day of June, 2015, by and between the City of Cascade Locks of Hood River County, Oregon, and the Hood River County Library District of Hood River County, Oregon. The EFFECTIVE DATE of this Agreement is July 1, 2015.

RECITALS

- A. ORS 190.010 permits units of local government to enter into intergovernmental agreement for the performance of any or all functions that a party to the agreement has authority to perform; and
- B. ORS 357.410(3) permits units of local government to provide jointly a public library or public library services or share in the use of facilities, under such terms and conditions as may be agreed upon.
- C. The City of Cascade Locks in Hood River County, OR agrees to continue to provide the current space occupied by the Cascade Locks Library Branch in the Cascade Locks City Hall, 140 SE Wa-Na-Pa St., Cascade Locks, OR, 97014, to the Hood River County Library District for branch library services in Cascade Locks. The Hood River County Library District agrees to continue branch library services to the City of Cascade Locks, OR, in the space provided except as provided in (D) below.
- D. The Hood River County Library District is currently in conversations with the Hood River County School District to move the Cascade Locks Library Branch to the Cascade Locks School, as part of Cascade Locks Community School Concept, as approved by Cascade Locks Downtown Revitalization Steering Committee on March 29, 2012, and attached in Appendix A. Should this move occur, the Cascade Locks Branch Library could move out of the space at 140 SE Wa-Na-Pa St, prior to expiration of this Agreement.

THEREFORE, IT IS AGREED: No. 1 HRCLD voluntary addition, changes to nos. 4, & 5 per CL request.

- A. The Hood River County Library District will:
 1. pay an annual rent of \$1,600 to the City of Cascade Locks for the Cascade Branch Library space in the City Hall. The rent will be due on January 1, 2016. Should the Cascade Locks Branch Library be moved as provided in Recital D above, the Library District shall pay a rent prorated based on the number of months in the year the space was occupied.
 2. provide adult and children's library branch services in the space described in Recital C above.
 3. provide staff for library operations.
 4. provide at least 15 hours/week of open time.
 5. maintain equipment relating to library operations – computers, printers and the items comprising the library collection housed in the Cascade Locks Branch Library.
- B. The City of Cascade Locks will:
 1. provide the space currently occupied by the Cascade Locks Library Branch in the City Hall of Cascade Locks to the Hood River County Library District for continued use as the Cascade Locks Branch Library, except as provided in Recital D.
 2. provide utilities, phone and Internet service required to operate the Cascade Locks Branch Library while it occupies the space at 140 Wa-Na-Pa St.
 3. provide janitorial and maintenance services for the Cascade Locks Branch Library while it occupies the space at 140 Wa-Na-Pa St.

REVENUE

- A. The Hood River County Assessor's Office estimates that the property tax revenue that will be paid to the Hood River Library District by the property owners of the City of Cascade Locks in November, 2014 will be \$31,755.
- B. All fees, fines and charges, collected by the Hood River County Library District, shall be the property of the Hood River County Library District. [ORS 190.020(1)(b)].

REAL OR PERSONAL PROPERTY

- A. There shall be no transfer of title or possession to any real or personal property pursuant to this to this Agreement at the time this Agreement is entered into by the City of Cascade Locks and the Hood River County Library District:
- B. The City of Cascade Locks is the owner of the Cascade Locks Branch Library space in the City Hall of Cascade Locks.
- C. The Hood River County Library District is the owner of all the computers, printers and the library collection materials in the branch library space, including but not limited to books, AV, furniture, shelves and other library equipment.

DURATION [ORS 190.020(1)(E)]

The term of this Agreement shall begin on July 1, 2015, and after approval and execution by both parties, and shall expire on June 30, 2016.

The Hood River County Library District approves of the terms of the Memorandum of Understanding that was agreed to and approved by the City of Cascade Locks and Hood River County on December 20, 2009. This includes the section that states, "If the City adopts the resolution consenting to formation of the proposed library district, and the district decided to close the Cascade Locks branch at some future date, Cascade Locks could be withdrawn from the district pursuant to ORS 198.870 and would thereafter be free from assessments and taxes levied by the district." A copy of this Memorandum of Understanding is attached hereto as Appendix B and incorporated herein by this reference.

TERMINATION

- A. **TERMINATION By Mutual Consent:** This Agreement may be terminated by any time by mutual consent of both parties.
- B. **TERMINATION for Default or Breach:** Either District or City may terminate this contract in the event of a breach of the contract by the other. Prior to such termination the party seeking termination shall give to the other party written notice of the breach and intent to terminate. If the party committing the breach has not entirely cured the breach within fifteen (15) days as the party giving the notice may authorize or require, then the contract may be terminated at any time thereafter by a written notice of termination by the party giving notice. The rights and remedies of the parties provided in this subsection are not exclusive and are in addition to any other rights and remedies provided by law or under this contract. Moving of the Cascade Locks Branch Library as provided in Recital D shall not be considered a breach of contract.

AMENDMENTS

This agreement may be amended only by an instrument in writing executed by both parties, which writing must refer to this instrument.

INDEMNIFICATION

Hood River County Library District agrees to defend, hold harmless and indemnify City of Cascade Locks from any and all liability, damages, costs, expenses, and attorney fees arising out of the negligent act or omission of any officer, employee, board member, or agent of the District while acting within the scope of their duties and authority as provided under the Oregon Tort Claims Act, ORS 30.260 to 30.300 for

activities arising out of this contract.

The City of Cascade Locks agrees to defend, hold harmless and indemnify Hood River County Library District from any and all liability, damages, costs, expenses, and attorney fees arising out of the negligent act or omission of any officer, employee, board member, or agent of the City while acting within the scope of their duties and authority as provided under the Oregon Tort Claims Act, ORS 30.260 to 30.300 for activities arising out of this contract.

MEDIATION

The Parties agree that, before resorting to any formal dispute resolution process concerning any dispute arising from or in any way relating to this Agreement (a "Dispute"), they will first attempt to engage in good faith negotiations in an effort to find a solution that serves their respective and mutual interests, including their continuing business/professional relationship. Party-principals agree to participate directly in the negotiations. Unless otherwise agreed in writing, the Parties shall have five (5) business days from the date the questioning party gives Notice (defined below) of the particular issue to begin these negotiations and 15 business days from the Notice date to complete these negotiations concerning the Dispute.

If the negotiations do not take place within the time provided above, or if the negotiations do not conclude with a mutually agreed upon solution within that time frame (or its agreed upon extension), the Parties agree to mediate any Dispute. If the Parties cannot agree upon a mediator, each shall select one name from a list of mediators maintained by any bona fide dispute resolution provider or other private mediator; the two selected shall then choose a third person who will serve as mediator. The Parties agree to have the principals participate in the mediation process, including being present throughout the mediation session(s). The Parties shall have 45 days within which to commence the first mediation session following the conclusion of their good faith negotiations or expiration of the time within which to negotiate (as stated above). The Parties agree that any mediated settlement agreement may be converted to an arbitration award or judgment (or both) and enforced according to the governing rules of Oregon civil procedure. The Parties further confirm their motivating purpose in selecting mediation is to find a solution that serves their respective and mutual interests, including their continuing business/professional relationship.

City of Cascade Locks, Oregon

Hood River County Library District

Tom Cramblett
Mayor of Cascade Locks

Suzanne VanOrman
Board President, Hood River County Library District

Date: _____, 2015

Date: _____, 2015

Attest: _____

Attest: _____

City of Cascade Locks
Downtown Steering Committee
Magnet School Concept
3/20/12

The Cascade Locks Community School Concept

(Approved March 29, 2012 by the DRSC)

Purpose: To make greater use of local school facilities to educate citizens of all ages, to meet job training needs and to take advantage of all resources available to the community while enhancing the quality of life in the community for citizens of all ages. **Initial focus will be on children and families.**

1. Get the Downtown Revitalization Steering Committee to include the school and education in the community VISION process and statement.
2. Under the umbrella of the Downtown Revitalization Steering Committee, create a "Community School" concept.
3. Create a "Sub-Committee" of the Steering Committee to take the lead to create a plan and program to make more positive use of the school resources.
4. Bring MHCC, CGCC, CGRA (sailing), the SBDC's, environmental groups, the Hood River County School District Community Education Program, Hood River County Health Department, Commission on Children and Families, Boys and Girls Club, FFA, 4H, Scouts, Work Source Oregon (employment service), Hood River County United Way, County Library District, City Recreation Program, SMART and other resources into a sub-committee effort to design the program and services.
5. Meet with all the resources and design the action plan.
6. Bring a proposal back to the Steering Committee for action.
7. Publicize and promote the services and programs throughout the community.

How We Will Measure Success: 1. The school will better utilized.
2. Programs and services will be provided for citizens of all ages. 3. School use will enhance downtown revitalization. 4. The community will have a written plan for the school and grounds.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) dated December 20, 2009 is by and between HOOD RIVER COUNTY, a home rule county and political subdivision of the State of Oregon (the "County") and the City of Cascade Locks, a municipal corporation of the State of Oregon (the "City") for the purpose of setting forth the parties' understanding of their respective rights and obligations pursuant to the provisions of ORS 198.870 relating to withdrawal of territory from a district. County and City are referred to herein as the **Parties**.

RECITALS:

- A. The County intends to form a county-wide library district pursuant to ORS Chapter 198 and ORS Chapter 357, whose boundaries would include the cities of Hood River and Cascade Locks;
- B. ORS 198.835 provides that if any part of the territory subject to formation of a district is within a city, the order initiating formation of the district shall be accompanied by a certified copy of a resolution of the governing body of the city approving the order;
- C. The County has requested such a resolution from the City, recognizing that the City's consent is required for inclusion in the proposed library district;
- D. The City has expressed reservation that its citizens would be subject to assessments and taxes levied by the district without any guarantee that it would continue to receive library services from the district at its local branch;

- E. The County understands the City's concerns regarding the future of its library services and has therefore offered to enter into this MOU to acknowledge the City's right to withdraw from the district in the event the City no longer received library services from the district.

NOW THEREFORE, THE PARTIES ACKNOWLEDGE AND AGREE AS FOLLOWS:

1. If the City adopts the resolution consenting to formation of the proposed library district, and the district decided to close the Cascade Locks branch at some future date, Cascade Locks could be withdrawn from the district pursuant to ORS 198.870 and would thereafter be free from assessments and taxes levied by the district.
2. Pursuant to the requirements set forth in ORS 198.755(3), a petition for withdrawal must be signed by not less than 15 percent of the electors, or 100 electors, whichever is the lesser, registered within the district, or in the alternative, 15 owners of land or the owners of 10 percent of the acreage, whichever is the greater number of signers, within the district. The petition would be filed with the County board.
3. Pursuant to the criteria set forth in ORS 198.870(4), the County must approve the petition "[i]f it has not been, or is not or would not be, feasible for the territory described in the petition to receive services from the district."
4. The County recognizes that closure of the library branch in Cascade Locks would satisfy these criteria.
5. The City recognizes that an election on a withdrawal petition may or may not be required pursuant to the provisions of ORS 198.875.
6. The Parties recognize that if withdrawn, the City's electors would thereafter be free from assessments and taxes levied by the district pursuant to the provisions of ORS 198.880

and ORS 198.882.

7. The County further agrees to consult with the City should a dispute over allocation of resources or level of service at the Cascade Locks branch arise between the City and the district.

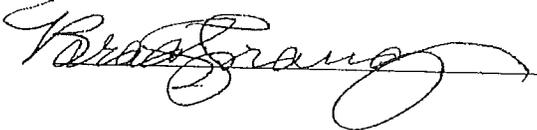
8. This MOU constitutes a statement of the current intent of the Parties, who acknowledge that it does not create a binding agreement and may not be relied upon as a basis for a contract by estoppel or serve as a basis for a claim based on detrimental reliance or any other theory.

9. Either party may terminate this MOU in writing stating the reasons for such termination.

10. This MOU shall be effective as of the date and year written above.

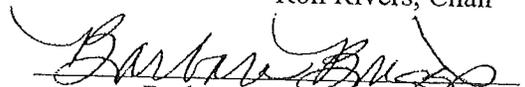
AGREED AND APPROVED:

City of Cascade Locks



Hood River County

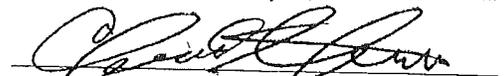
Ron Rivers, Chair



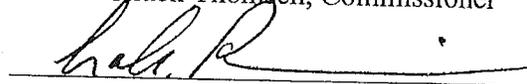
Barbara Briggs, Commissioner



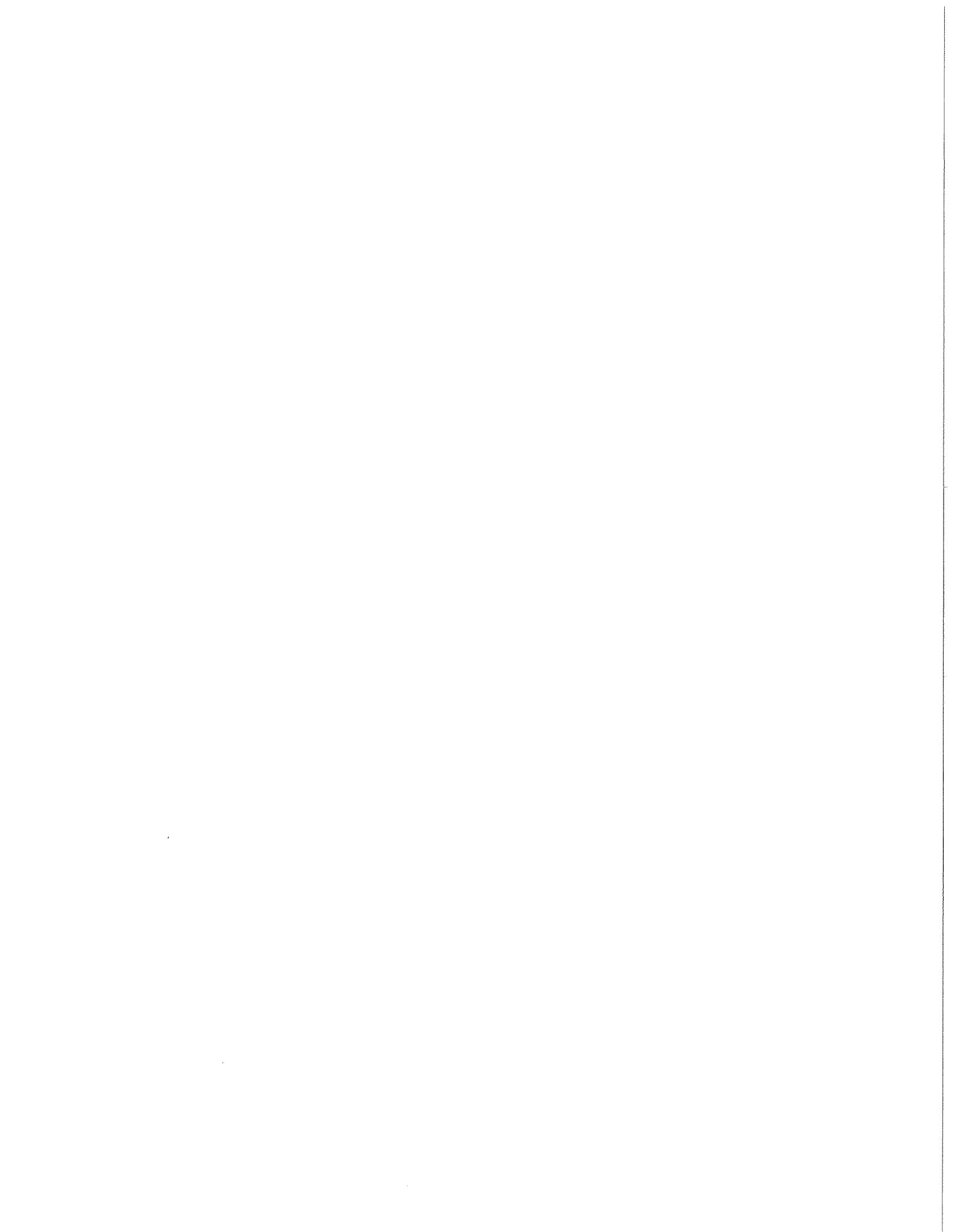
Maui Meyer, Commissioner



Chuck Thomsen, Commissioner



Les Perkins, Commissioner



CASCADE LOCKS STAFF REPORT

Date Prepared: June 1, 2015

For City Council Meeting on: June 22, 2015

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approval of Municipal Court Judge Contract

SYNOPSIS: While we don't use a municipal court very often for code violations, we do have two cases pending that require utilizing the services of a judge.

Last year when the longstanding Judge retired, the City retained the services of Mr. Will Carey. However, our current Assistant City Attorney Ruben Cleaveland is working with Annala Carey which creates a conflict of interest for Ruben who prosecutes our code violations. He explains:

"The proposed structure will entail me working for Annala Carey but continuing to serve all Sosnkowski & Cleaveland LLC accounts in the same manner that we have been operating in the past. Really, the only change will be that my contact information will change for day-to-day services and I will have support staff to be more efficient in responding to legal issues as they arise. Alex's contact information will remain the same and she will be available via her existing contact information. Alex will still be available for her projects such as the cable television and GorgeNet agreements. My goal in this transition is to change very little in the mechanics of how things are operating while providing a higher level of service to the City."

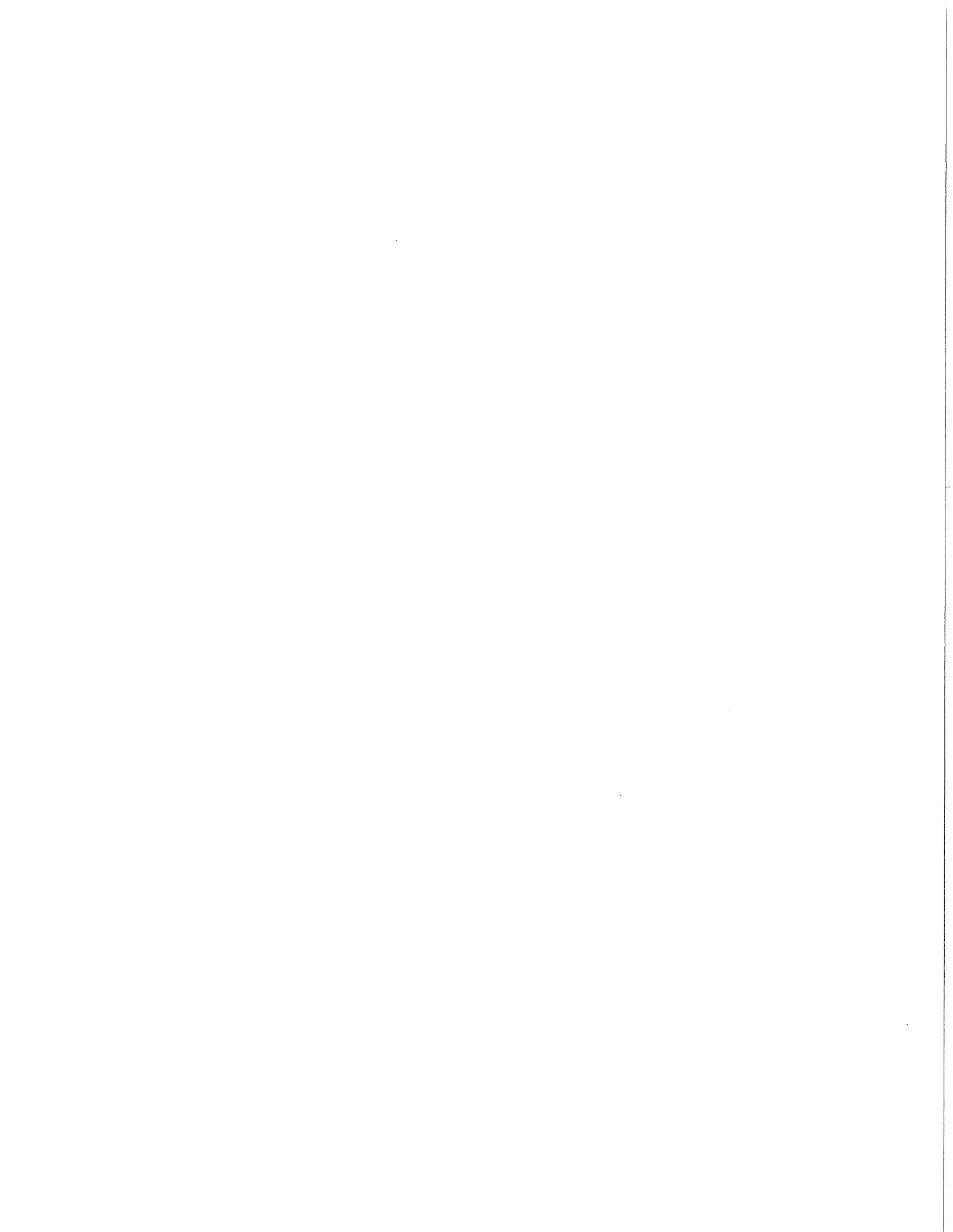
This seems like a good situation for us. But it does require a new municipal court judge to be selected by the City. To that end, Mr. Cleaveland has had discussions with Mr. James Mason, who is willing to serve as our judge.

Please review the attached contract.

CITY COUNCIL OPTIONS: Approve. Modify, or reject the proposed personal services contract.

RECOMMENDED MOTION: "I move to approve the personal services contract with Mr. James Mason to serve as the Cascade Locks Municipal Court Judge."

ADDENDUM: The resume requested is attached.



James M. Mason
205 Oak St., Suite #11
Hood River, OR 97031
(541) 490-5686

LEGAL EDUCATION: GONZAGA UNIVERSITY SCHOOL OF LAW, Spokane, WA
Juris Doctorate, 1996

PRE-LEGAL EDUCATION: UNIVERSITY OF OREGON, Eugene, OR
Bachelor of Science, 1991
Finance/Marketing
Psychology

LICENSING: Oregon (OSB #97325) and Washington State Bar

MEMBERSHIP: Oregon Criminal Defense Lawyer's Association
Mid Columbia Bar Association

LEGAL EXPERIENCE: Solo practitioner, Hood River, OR
ATTORNEY - Criminal defense 2008 - present

Morris, Smith, Starns, Raschio, & Sullivan, PC, Hood River, OR
ATTORNEY - Criminal defense 2001 - 2005, 2007-2008

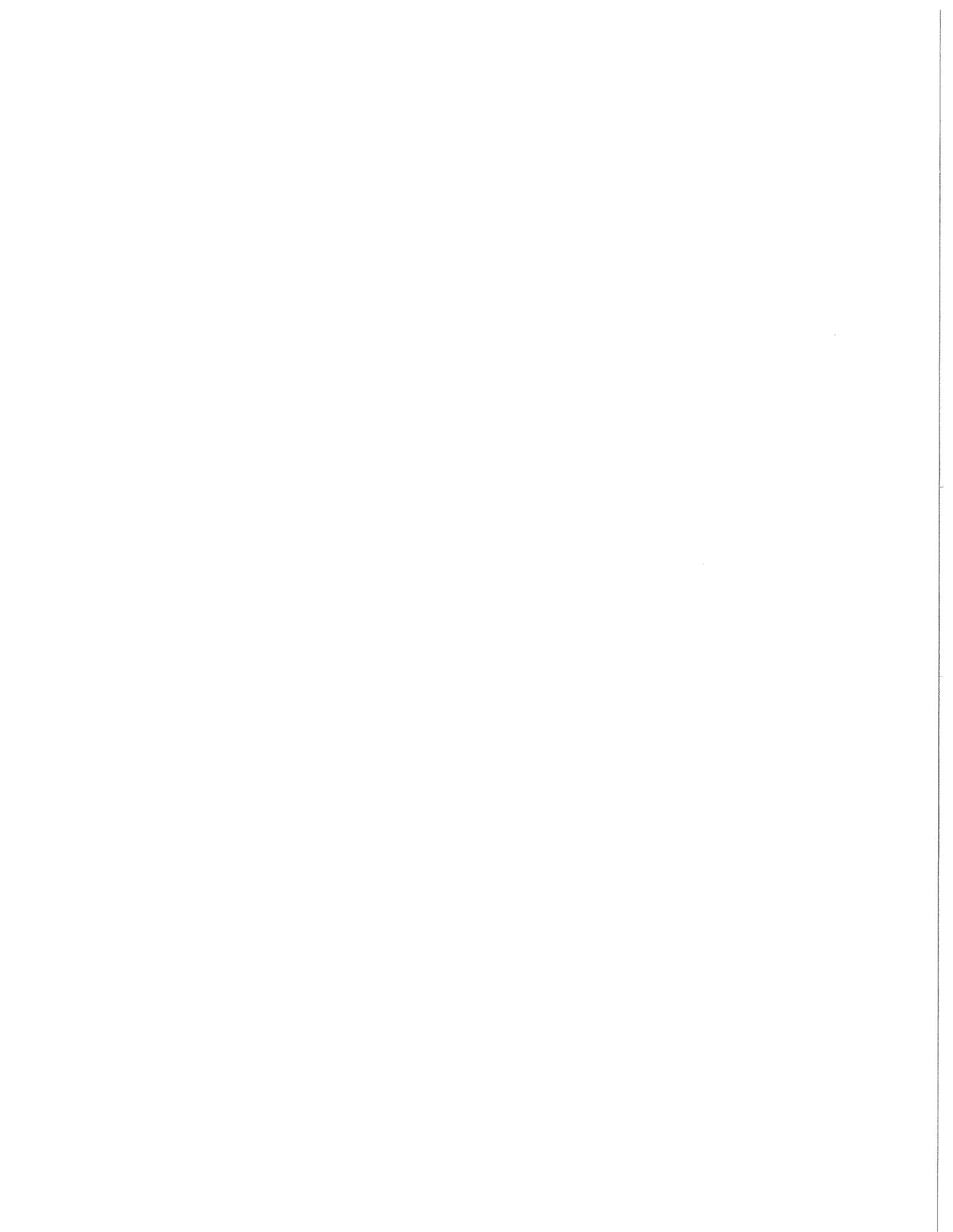
Teunis J. Wyers P.C., Hood River, OR
ATTORNEY - General practice 1998 - 2001

Represented clients in civil and criminal matters; arraignment, pre-trial conferences, jury and bench trials, show cause hearings, negotiations and mediation.

Metro Public Defender, Portland, OR
PUBLIC DEFENDER INTERN - 1998

PRACTICE AREAS: From my first year as an attorney in 1998 to present, I have practiced criminal defense in a municipal court. In the Circuit Court, my law practice has consisted of representing clients in juvenile proceedings, dependency cases, civil commitment hearings, and in all stages of adult misdemeanor and felony proceedings, including Measure 11 crimes.

REFERENCES: Available upon request



**CITY OF CASCADE LOCKS
PERSONAL SERVICES CONTRACT
(Municipal Court Judge)**

PARTIES:	City of Cascade Locks PO Box 308 Cascade Locks, OR 97014	("City")
	James Mason 205 Oak St. Ste. 11 Hood River, OR 97031	("Contractor")

RECITALS

WHEREAS, the City of Cascade Locks Charter, Section 22, provides for a Municipal Judge to preside as judicial officer of the City in the exercise of original and exclusive jurisdiction of all offenses defined and made punishable by ordinance of the City and of all actions brought to recover or enforce forfeitures or penalties as defined or authorized by ordinances of the City;

WHEREAS, James Mason is an attorney licensed to practice law in the State of Oregon with professional liability insurance funded through the State Bar;

WHEREAS, the City desires the services of James Mason as the Municipal Court Judge for the City on an as needed basis; and

WHEREAS, James Mason desires to serve in the office of Municipal Judge as an independent contractor;

NOW, THEREFORE, BASED ON THE MUTUAL PROMISES OF THE PARTIES, THE PARTIES AGREE AS FOLLOWS:

- 1. Statement of Services.** Contractor shall perform all functions and duties as Municipal Judge specified in Section 22 of the City of Cascade Locks Charter and to perform such other legally permissible and proper duties the position may require.
- 2. All Costs by Contractor:** Contractor shall, at its own risk and expense, perform the services described above and, unless otherwise specified, furnish all labor, equipment, materials, and transportation required for the proper performance of the services.
- 3. Qualified to Provide Services:** Contractor has represented, and by entering into this Contract now represents, that Contractor is fully qualified to perform the services to which he will be assigned in a skilled and workmanlike manner. Contractor represents he is an attorney licensed by and in good standing with the Oregon State Bar.

4. Contract Term: This Contract becomes effective on the date it is fully executed by each party and shall continue until May 31, 2016. This Contract may be renewed automatically for up to two (2) additional one (1) year terms by mutual written consent of the parties, which consent shall specify the renewal period. This Contract may be extended for any defined period by mutual written consent of the parties, which consent shall specify the extension period. Notwithstanding the above, this Contract may be terminated by either party upon thirty (30) days written notice of termination to the other party. Contract termination does not extinguish or prejudice City's right to enforce this Contract with respect to any default by Contractor that has not been cured.

5. Compensation: Contractor shall be paid at the rate of \$120.00 per hour. Time spent traveling to and from Cascade Locks will not be paid at the hourly rate; however, Contractor will be reimbursed for mileage at the federal Standard Mileage Rate currently in use at the time of travel. Contractor shall submit invoices to the City for work performed and shall itemize and explain all expenses that this Contract requires City to pay and for which Contractor claims reimbursement. Payments shall be made within 30 days of the date of the invoice. Should this Contract be prematurely terminated, payments will be made for work completed and accepted to date of termination.

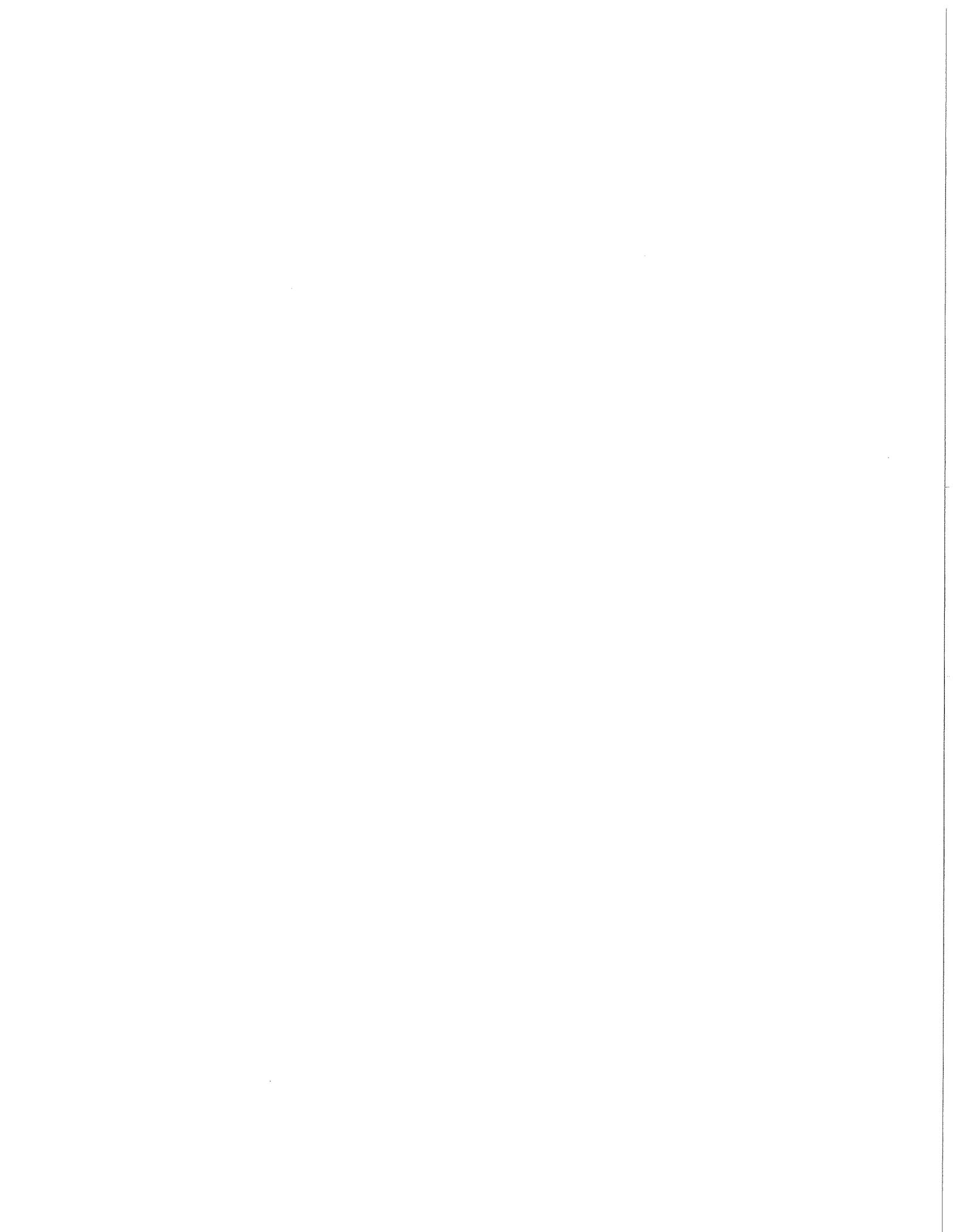
6. Indemnification: CONTRACTOR SHALL DEFEND, SAVE, HOLD HARMLESS, AND INDEMNIFY THE CITY AND ITS OFFICERS, EMPLOYEES AND AGENTS FROM AND AGAINST ALL CLAIMS, SUITS, ACTIONS, LOSSES, DAMAGES, LIABILITIES, COSTS AND EXPENSES OF ANY NATURE WHATSOEVER, INCLUDING ATTORNEYS FEES, RESULTING FROM, ARISING OUT OF, OR RELATING TO THE ACTIVITIES OF CONTRACTOR OR ITS OFFICERS, EMPLOYEES, SUBCONTRACTORS, OR AGENTS UNDER THIS CONTRACT. Contractor shall not be held responsible for any claims, suit, actions, losses, damages, liabilities, costs and expenses directly, solely, and proximately caused by the negligence of City. Contractor shall maintain professional liability insurance during the term of this contract.

7. Independent Contractor Status:

a. In performing the duties of Municipal Court Judge, Contractor shall serve as an independent contractor and not as an employee of the City. The City shall have no right or responsibility to control or influence the means or manner in which Contractor carries out his judicial responsibilities; however, Contractor agrees to carry out his duties in a timely, consistent, and impartial manner.

b. Contractor understands and agrees that it is not an "officer", "employee", or "agent" of the City, as those terms are used in ORS 30.265.

c. Contractor is responsible for all federal or state taxes applicable to compensation or payments paid to Contractor under this Contract and, unless Contractor is subject to backup withholding, City will not withhold from such compensation or payments any amount(s) to cover Contractor's federal or state tax obligations. Contractor is not eligible for any social





AGENDA ITEM NO 5.e.

STAFF REPORT

Date Prepared: June 11, 2015

For City Council Meeting on June 22, 2105

TO: Honorable Mayor and City Council

PREPARED BY: Captain Jesse Metheny

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Emergency Services Organization

SYNOPSIS: Springfield Ambulance Billing contract has come up for renewal. They have informed us they will be increasing their rate from \$38.00 per bill to \$40.00 per bill under the new contract. Effective dates are from July 1st 2015- June 30th 2017.

CITY COUNCIL OPTIONS:

1. Renew current agreement for the next 2 years under new rate.

A renewal of the contract at the new rate would result in an increased cost of approximately \$200-\$400 annually. If you assumed 13 calls to be billed each month (as it is for this May) that would be an increased \$26 per month or \$312 annually.

2. Discontinue use of Springfield Ambulance Billing Services.

This option would require that the city search out a new contract with another ambulance billing company, or take on the medical billing in house absorbing the liability and workload that accompanies the medical billing. Currently we do not have any staff members training in medical billing.

3. Develop a City Council Solution.

You as the council may see things from one or more of these options that you like or do not like. Please feel free to develop another option or combine these options to create the best use of city resources.

RECOMMENDATION: I would recommend that the city council allow me to investigate more options for our medical billing to be prepared to address this at our next contract renewal date. I do not feel we are prepared, or in a place to pursue other options at this time without risking interruption to our ambulance revenues.



Financial review and status: The cost increase is minimal and in fact can be less than the variance noted in call volume from year to year. Thus no changes in financial status are currently needed.

BACKGROUND INFORMATION:

We have successfully used Springfield Ambulance Billing for many years now. They have proven to be a great partner in our industry and have always been helpful in answering questions and keeping us informed of current billing status in a very complicated industry. They have assisted us with paperwork and Medicare/Medicaid requirements throughout the years and always go above and beyond to provide good customer service. They bill both fire and ambulance calls for us when they meet criteria. Their collection rates are matching national averages.

My door is always open for questions or suggestions.

**FIRST AMENDMENT TO CITY OF SPRINGFIELD
INTERGOVERNMENTAL AGREEMENT BETWEEN
THE CITY OF SPRINGFIELD
AND
THE CITY OF CASCADE LOCKS
Contract #968**

July 1, 2015

Parties:

**The City of Springfield
225 Fifth Street
Springfield, OR 97477**

“City”

And

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

“Client”

The Parties hereby agree that the Intergovernmental Agreement dated July 1, 2013 between the City of Springfield (City) and The City of Cascade Locks (Client) included herein as Attachment 1, is hereby amended for the first time as follows:

3. Contract Duration. This Agreement shall commence July 1, 2013 and shall continue until June 30, 2017 unless extended, modified, or terminated as provided in the agreement.

Exhibit B

12. Pay Springfield for services rendered according to the following schedule:

12.1 For monthly patient account services provided, the amount per patient billed on behalf of client as follows:

<u>Ambulance Dates of Service</u>	<u>Per Patient Billed Amount</u>
July 1, 2015 – June 30, 2017	\$40.00

Except as amended herein, all other terms and conditions of the Intergovernmental Agreement between Parties dated July 1, 2013 will remain in full force and effect.

CITY OF SPRINGFIELD

CITY OF CASCADE LOCKS

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EMS ACCOUNT SERVICES INTERGOVERNMENTAL AGREEMENT

Contract #968

This Agreement is entered into by and between the City of Springfield, an Oregon municipal corporation, hereinafter referred to as "Springfield" and the City of Cascade Locks, an Oregon municipal corporation, on behalf of its ambulance service, hereinafter referred to as "client."

RECITALS

- A. ORS 190.010 provides that units of local government may enter into agreements for the performance of any and all functions and activities that any party to the agreement, its officers, or agents have authority to perform.
- B. Provision of services for the remuneration specified in this Agreement will mutually benefit the parties to it.
- C. Timely and accurate billing, collection, and patient account services for ambulance services are high priorities for both client and Springfield.
- D. Client desires to enter into an Agreement with Springfield whereby Springfield will provide billing, collection, and patient account services on behalf of client for all billable patients serviced by the client's Emergency Medical Services system.
- E. Springfield is willing to furnish ambulance billing, collection, and patient account services to client according to the terms and conditions set forth herein.

AGREEMENT

NOW, THEREFORE, in consideration of the above recitals and the covenants contained herein, the parties hereby agree as follows:

1. **Springfield Services to be Provided.** Springfield agrees to provide the services described in EXHIBIT A, which is attached hereto and made a part hereof.
2. **Client Responsibilities.** Client agrees to perform the obligations and pay for the services performed by Springfield in the manner and at the rate described in EXHIBIT B, which is attached hereto and made a part hereof.
3. **Contract Duration.** This Agreement shall commence on July 1, 2013 and shall continue until June 30, 2015 unless modified, or terminated as provided herein.
4. **Representatives.** Each party shall appoint a Contract Representative to represent the party for the purpose of giving or receiving any notices provided for in this Agreement and to perform such other functions as are set forth in this Agreement and the Exhibits hereto. The initial Contract Representatives are named in EXHIBIT D, which is attached hereto and made a part hereof. A party may change its Contract Representative by notifying the other party in conformance with the provisions of paragraph 8. Client shall appoint an Ambulance Service Representative to perform the Ambulance Service functions stated on EXHIBIT B. The initial Ambulance Service Representative named on EXHIBIT D may be changed in the same way that Contract Representatives are changed. One person may serve in both representative capacities, if that person meets the qualifications to perform both functions.
5. **Status.** In providing services specified in this Agreement (and any associated services), both parties are public bodies and maintain the public body status as specified in ORS 30.260. Both parties understand and acknowledge that each retains all immunities and privileges granted them by the Oregon Tort Claims Act (ORS 30.260 through 30.300) and any and all other statutory rights granted as a result of their status as local public bodies.
6. **Indemnification.** To the extent allowed by the Oregon Constitution and the Oregon Revised Statutes, each of the parties hereto agrees to defend, indemnify, and save the other harmless from any claims, liability or damages including attorney fees arising out of any error, omission or act of negligence on the part of the indemnifying party, its officers, agents, or employees in the performance of this agreement.
7. **Assignment.** Neither party shall assign this contract in whole or in part, or any right or obligation hereunder, without the other party's written approval.
8. **Notices.** Any notices permitted or required by this contract shall be deemed given when personally delivered or upon deposit in the United States mail, postage fully prepaid, certified, and return receipt

ATTACHMENT 1

requested, addressed to the representative designated in EXHIBIT D. Either party may change its address by notice given to the other in accordance with this paragraph.

9. **Integration.** This Agreement embodies the entire agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained herein. This contract shall supersede all prior communications, representations, or agreements, either oral or written, between the parties. This contract shall not be amended except in writing, signed by both parties.
10. **Interpretation.** This Agreement shall be governed by and interpreted in accordance with the laws of the state of Oregon.
11. **Modification.** This Agreement or any of its Exhibits may be modified at any time by mutual consent of parties. No change or modification of this Agreement or any of its Exhibits shall be valid or binding upon the parties hereto unless such a change or modification is in writing signed by all the parties hereto.
12. **Termination.** Upon 180 days prior written notice delivered to the persons designated in EXHIBIT D, either party, without cause, may terminate its participation in this Agreement.
13. **Obligations upon Termination.** Except for Default pursuant to paragraph 14, upon termination, Springfield shall continue to perform all services set forth in EXHIBIT A for all ambulance incidents occurring prior to the termination date. After termination, Springfield shall have no obligation to render further services for client except that Springfield shall continue to forward payments received on client's accounts to client.
14. **Default.** In the event that client shall fail to comply with any term or condition or fulfill any obligation of this Agreement, Springfield may terminate the Agreement upon 14 days written notice to client's Contract Representative. Springfield shall turn over to client all receipts, books, accounts, and records in the possession of Springfield that relate solely to billing accounts received from client. In such event, Springfield shall have no obligation to render further services to client except that Springfield shall continue to forward payments received on client's accounts to client. The provisions of paragraph 13 shall apply in connection with an Agreement termination made under this provision.
15. **Waiver and Breach.** The waiver by either party of any breach or violation of any provision of this Agreement shall not be deemed a waiver of such term or condition in the future.
16. **Attorney Fees.** In the event of any action to enforce or interpret this Agreement, the prevailing party shall be entitled to recover from the losing party such additional sums as the court may adjudge for reasonable attorney fees plus all costs and disbursements at trial, on any appeal, or upon review.
17. **Notice of Adverse Action.** Each party shall notify the other in writing, within five days of receiving any written or oral notice of any adverse action naming or otherwise involving the other.
18. **Severability.** Invalidation of any term or provision herein by judgment or court order shall not affect any other provision, which shall remain in full force and effect.
19. **Force Majeur.** Neither party to this Agreement shall be held responsible for delay or default caused by fire, riot, acts of God, and/or war that are beyond that party's reasonable control. Client may terminate this Agreement upon written notice after determining such delay or default will reasonably prevent successful performance of the Agreement.
20. **Exhibits.** Each Exhibit, if any, to this Agreement is made a part of this Agreement as though set forth fully herein. Any provision of any Exhibit that is in conflict with any provision of this Agreement shall take precedence and supersede the conflicting provision of this Agreement.

BY THE SIGNATURE OF ITS AUTHORIZED REPRESENTATIVE BELOW, EACH PARTY ACKNOWLEDGES THAT HE/SHE HAS READ THIS AGREEMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT.

ATTACHMENT 1

CITY OF CASCADE LOCKS:

Tom Cramblett

Authorized Representative Signature

Tom Cramblett

Print Name

Mayor

Title

6/24/13

Date

CITY OF SPRINGFIELD, OREGON:

Brian Evanoff

Authorized Representative Signature

BRIAN EVANOFF

Print Name

ASB Manager

Title

6/12/13

Date

Reviewed by City Contract Officer
Jake 6.10.13

REVIEWED & APPROVED
AS TO FORM
Jordan J. Latham
DATE: 6/10/13
OFFICE OF CITY ATTORNEY

EMS Account Services Intergovernmental Agreement

EXHIBIT A

Springfield Services. Springfield agrees to perform the following services:

1. Perform billing and collection services under this Agreement on behalf of and in the best interests of client according to the policies, rates, schedules, and instructions established by client.
2. Bill patients and/or insurance companies after receipt of completed patient billing information from client. Assist patients in the preparation of forms that are required by their insurance companies.
3. Appeal denials from non-commercial payors based upon medical necessity when documentation supports the need for services rendered by client.
4. Refer delinquent patient accounts to a collection agency, as appropriate.
5. Accept patient payments made with a VISA, MasterCard, Discover, or American Express credit cards.
6. Allow patients to pay their bills in installments.
7. Transfer all funds collected on client accounts, whether received within the Agreement period or thereafter, to client after the month-end posting has been completed, according to the payment disposition instructions established by client. The transfer of funds shall consist of all monies received by Springfield on account of ambulance services provided by client, excluding any sums overpaid by the customer or third party payer that Springfield shall refund.
8. Springfield shall put client's billing data on the same computer as its own billing data and shall take all reasonable precautions to protect said data. Springfield shall not be responsible for loss of client's data, or any damages or loss to client resulting from said loss of data, if that loss of data results from circumstances beyond Springfield's control.
9. Provide the following data on a monthly basis:
 - 9.1. Amount billed (categorized by non-member and member)
 - 9.2. Number of patients billed (categorized by non-member and member)
 - 9.3. Amount collected (categorized by non-member, member, and collection recovery)
 - 9.4. Amount of write-downs and write-offs
 - 9.5. Refunds made for overpayments
 - 9.6. Other adjustments
 - 9.7. Accounts receivable balance
10. Cooperate in the development or alteration of mutually acceptable billing and collection policies, procedures, practices, or forms.
11. Assist client in the formulation of ambulance rate structures and fees.
12. Assist client in the analysis and development of managed healthcare and facilities contracts.
13. Meet with client's designated representatives to discuss problems and performance as needed.
14. Provide mutually agreed upon training to appropriate field and administrative staff regarding the gathering of necessary information and proper completion of run reports. Training expenses to be reimbursed by client including: lodging, mileage, per diem, and instructor fee.
15. Provide additional services for special purposes, or for work outside the normal scope of this Agreement. Client will pay an agreed upon fee for such services, as mutually agreed upon in advance of the work performed.
16. Attend Board or Council meetings as requested. Mileage and per diem to be reimbursed by client.

EMS Account Services Intergovernmental Agreement

EXHIBIT B

Client Payments and Obligations. Client agrees to make payment and perform as follows:

1. Establish the policies, rates, schedules, and instructions for the billing of patients and the disposition of payments received for Springfield to use when providing services. Client may modify or revoke its policies, rates, schedules, and instructions, at its discretion.
 - 1.1. Client agrees that the policies, instructions, rates, schedules, and payment disposition for Springfield to use when providing services shall be made in good faith and shall comply with all applicable laws, rules, and regulations.
 - 1.2. Client shall negotiate in good faith any impact that modifications or revocations may have on Springfield's ability to provide the services listed in EXHIBIT A or upon the price per patient billed as listed in EXHIBIT B, paragraph 12.
 - 1.3. Client will notify Springfield prior to adoption of any rate, schedule, or policy changes as they may have an impact on Springfield's ability to provide the services listed in EXHIBIT A.
 - 1.4. Client will notify Springfield of all electronic payments made directly to client by month end each month.
 - 1.5. Client will notify Springfield upon receipt of any other direct payments by client.
2. Provide Springfield, in a mutually acceptable format, the necessary information and proper documentation required to prepare and reach final adjudication of patient claims, to include:
 - 2.1. Ensuring that all ambulance service incident reports use mutually agreed upon report forms and are completed according to the instructions of Springfield.
 - 2.2. Obtaining appropriate patient encounter, demographic, financial, and insurance information as required to process patient account.
 - 2.3. Obtaining an appropriate patient or patient representative signature for all billable patients in a mutually acceptable form or format. Springfield shall not be held responsible for billing or collections on accounts without aforementioned signature.
 - 2.4. Obtaining a signed Physician Certification Statement (PCS) of Medical Necessity for non-emergency services as required. Springfield shall not be held responsible for billing or collections on accounts without aforementioned PCS.
 - 2.5. Providing indication of the ambulance membership status of billable patients to ensure that member patients are billed according to their membership terms of agreement.
 - 2.6. Forwarding reports and other billing information forms to Springfield in a timely manner.
 - 2.7. Both parties agree that Springfield will make reasonable efforts to verify and/or obtain information needed to process patient accounts; however, Springfield is not responsible for errors or omissions when relying on information provided by client.
 - 2.8. Client is responsible for maintaining all patient medical care reports per OAR 333-250-0045. Client will make reports available to Springfield for billing purposes. Client is responsible for maintaining all patient-related information, forms, or records (as needed) per applicable OAR's.
3. Designate a single person in an administrative position to receive and evaluate all complaints by client's officials and employees regarding Springfield's performance under this Agreement, and share the information with the appropriate Springfield Representative in a timely manner.
4. Refer all citizen inquiries regarding their accounts to Springfield.
5. Cooperate to the greatest extent possible with Springfield in its efforts to perform the services described in EXHIBIT A.
6. Provide Springfield, annually, the client's current Ambulance Service License issued by the Oregon Health Division.
7. Meet with Springfield's designated representatives to discuss problems and performance as needed.

ATTACHMENT 1

- 8. Cooperate in the development or alteration of mutually acceptable billing and collection policies, procedures, practices, or forms.
- 9. Permit Springfield to review and comment on any contract or agreement that client may enter into that could affect ambulance fees, charges, or billing and collection practices. Negotiate in good faith any impact that the above-mentioned contracts or agreements may have on Springfield's ability to provide the services listed in EXHIBIT A or upon the price per patient billed as listed in EXHIBIT B, paragraph 12.
- 10. Obtain prior insurance authorization for non-emergency ambulance transfers, if required.
- 11. If desired, provide, at client's expense, a local telephone number or toll-free long distance number that will automatically forward calls to the Springfield Account Services office.
- 12. Pay Springfield for services rendered according to the following schedule:

12.1. For monthly patient account services provided, the amount per patient billed on behalf of client as follows:

<u>Ambulance Dates of Service</u>	<u>Per Patient Billed Amount</u>
July 1, 2013 through June 30, 2015	\$38.00

12.1.1. Amount due for monthly services rendered by Springfield will be invoiced monthly. Invoices will be sent to client as soon as possible after month-end patient statistics have been computed and will list the number of patients billed and the amount due to Springfield.

- 12.2. Pay Springfield for any additional services for special purposes, or for work outside the normal scope of this Agreement. Client will pay an agreed upon fee for such services, as mutually agreed upon in advance of the work performed.
- 12.3. Reimburse Springfield for training requested for appropriate field and administrative staff regarding the gathering of necessary information and proper completion of run reports. Training expenses to be reimbursed by client including: lodging, mileage, per diem, and instructor fee.
- 12.4. Reimburse Springfield for mileage and per diem, as appropriate, for attendance at client's Board or Council meetings at the request of client.
- 12.5. Other than the fees and charges for services rendered as described in this Agreement, Springfield shall have no financial interest in, nor is its compensation related to, the amounts billed and/or collected on behalf of client, regardless of whether amounts were actually collected.

EMS Account Services Intergovernmental Agreement**EXHIBIT C**

Health Insurance Portability and Accountability Act Requirements. Springfield agrees that it will carry out its obligations to client under this agreement in compliance with the privacy and security regulations pursuant to Public Law 104-191 of August 21, 1996, known as the Health Insurance Portability and Accountability Act of 1996, Subtitle F – Administrative Simplification, Sections 261, et seq., as amended ("HIPAA").

Springfield agrees it will protect the confidentiality, integrity, and security of any personally identifiable protected health information ("PHI") that is collected, processed or learned as a result of the services provided to client by Springfield, including any such information stored and transmitted electronically, referred to as electronic protected health information ("e-PHI").

1. Springfield agrees that it will:
 - 1.1. Not use or further disclose PHI except as permitted under this Agreement or required by law;
 - 1.2. Use appropriate safeguards to prevent use or disclosure of PHI except as permitted by this Agreement;
 - 1.3. To mitigate, to the extent practicable, any harmful effect that is known to Springfield of a use or disclosure of PHI by Springfield in violation of this Agreement.
 - 1.4. Report to client any use or disclosure of PHI not provided for by this Agreement of which Springfield becomes aware;
 - 1.5. Ensure that any agents or subcontractors to whom Springfield provides PHI, or who have access to PHI, agree to the same restrictions and conditions that apply to Springfield with respect to such PHI;
 - 1.6. Make PHI available to client and to the individual who has a right of access as required under HIPAA within 30 days of the request by client to the individual;
 - 1.7. Incorporate any amendments to PHI when notified to do so by client;
 - 1.8. Provide an accounting of all uses or disclosures of PHI made by Springfield as required under the HIPAA privacy rule within 60 days;
 - 1.9. Make its internal practices, books and records relating to the use and disclosure of PHI available to the Secretary of the Department of Health and Human Services for purposes of determining Springfield's and client's compliance with HIPAA;
 - 1.10. At the termination of this Agreement, return or destroy all PHI received from, or created or received by Springfield on behalf of client, and if return is infeasible, the protections of this agreement will extend to such PHI.
2. The specific uses and disclosures of PHI that may be made by Springfield on behalf of client include:
 - 2.1. The preparation of invoices to patients, carriers, insurers and others responsible for payment or reimbursement of the services provided by client to its patients;
 - 2.2. Preparation of reminder notices and documents pertaining to collections of overdue accounts;
 - 2.3. The submission of supporting documentation to carriers, insurers and other payers to substantiate the health care services provided by client to its patients or to appeal denials of payment for same.
 - 2.4. Uses required for the proper management of the Springfield as a business associate.
 - 2.5. Other uses or disclosures of PHI as permitted by HIPAA Privacy Rule.
3. Springfield agrees to assume the following obligations regarding electronic Protected Health Information (e-PHI):
 - 3.1. Springfield agrees to implement administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of the e-PHI that it creates, receives, maintains or transmits on behalf of client.
 - 3.2. Springfield will ensure that any agent, including a subcontractor, to whom it provides e-PHI that was created, received, maintained or transmitted on behalf of client agrees to implement reasonable and appropriate safeguards to protect the confidentiality, security, and integrity of e-PHI.

ATTACHMENT 1

- 3.3. Springfield agrees to alert client of any security incident (as defined by the HIPAA Security Rule) which it becomes aware, and the steps it has taken to mitigate any potential security compromise that may have occurred, and provide a report to client of any loss of data or other information system compromise as a result of the incident.
4. Notwithstanding any other provisions of this Agreement, this Agreement may be terminated by client, in its sole discretion, if client determines that Springfield has violated a term or provision of this Agreement pertaining to client's obligations under the HIPAA privacy or security rules, or if Springfield engages in conduct which would, if committed by client, would result in a violation of the HIPAA privacy or security rules by client.

EMS Account Services Intergovernmental Agreement

EXHIBIT D

Representatives. As provided in paragraph 5, the following individuals are the designated representatives to perform the functions set forth in this Agreement.

1. Springfield Contract Representative

Brian Evanoff, Administrative Services Bureau Manager
Springfield Fire and Life Safety
225 North Fifth Street
Springfield OR 97477
Phone: 541-736-1019 FAX: 541-726-2297
e-mail: bevanoff@springfield-or.gov

2. Client Contract Representative

Contact Gordon Zimmerman Title City Administrator
Agency City of Cascade Locks
Address PO Box 308
City State Zip Cascade Locks OR 97014
Phone 541 374 8484 FAX 541 374 8752
E-mail gzimmerman@cascade-locks.or.us

3. Client Ambulance Service Representative

Contact Jesse Metheny Title Station Captain
Agency City of Cascade Locks
Address PO Box 308
City State Zip Cascade Locks OR 97014
Phone 541 374 8510 FAX 541 374 8752
E-mail jmetheny@cascade-locks.or.us



AGENDA ITEM NO 5.f

STAFF REPORT

Date Prepared: 6-11-15

For City Council Meeting on June 22, 2015

TO: Honorable Mayor and City Council

PREPARED BY: Captain Jesse Metheny

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Emergency Services Organization

SYNOPSIS: Recently it was brought to the attention of the Council that our command vehicle, a 2001 Dodge Durango used for emergency response, had reached the end of its service life. Council decided to declare this vehicle surplus. This vehicle was successfully sold along with our 1984 brush truck for revenue of \$3,193.18. The surplus vehicles were stripped of re-usable equipment such as radios, lights, and equipment. The need to replace this vehicle is becoming more and more important as our busy season is now here. I have reached out to neighboring agencies as well as state surplus and Multnomah County. After 4 months of searching and inquiries, no reasonable donations have been found. It is possible that Multnomah County may have a vehicle to donate within the next 6 months. However it is not likely to fit the needs of the Command Vehicle. State surplus does not donate anything. Instead they would sell it at wholesale cost. Their inventory has been very poor. Currently the City is paying out several hundred dollars per month to compensate for mileage on personal vehicles. I have included several options for replacement and seek your approval in moving forward with one of the options.

CITY COUNCIL OPTIONS:

- 1. Allow the City Administrator in conjunction with Station Captain to negotiate purchase of used Command Vehicle.**

As the nature of trying to purchase a used vehicle is one of timing and negotiations, we would ask the council set parameters such as monetary maximum, vehicle age, miles, etc. This would allow us to negotiate and bid on vehicles from diverse set of dealers and resources. I have included several options to look at and discuss. Funds would be pulled from the revenue from sale of surplus vehicles (\$3193.18) as well as contingency fund line item.

- 2. Allow a hold deposit to be placed on a vehicle.**



Placing money down on a vehicle could allow us to hold the vehicle until council could review the purchase and specific vehicle. Typical hold cost would be 10% of purchase price. The money would be non-refundable.

3. Develop a City Council Solution.

Please feel free to develop another option.

4. Take no action / Not replacing the vehicle at this time.

Emergency departments around the nation use this type of vehicle. It is very common practice and would be a huge step backwards for our Emergency Services Department to lose this resource. Its advantages far outweigh its cost. The City would continue to incur the mileage rates to employees and volunteers who use their personal vehicle for city interests. Not replacing this vehicle would result in higher use and wear and tear rates to our current engines and ambulances. It would decrease the department member's desire and ability to attend outside trainings and meetings resulting in an isolating of the Cascade Locks department from the rest of our mutual aid partners. This would impact our regional agreements to have the communications resource in service and severely impact our ability to communicate with other agencies and manage large scale emergencies.

RECOMMENDATION: Option 1 with council set parameters, Example: \$20,000 max spending limit, no more than 100,000 miles, vehicle model newer than 2005, Able to verify mechanical status and condition via independent evaluation...

Financial review and status: The financial plan would be developed in coordination with the Finance Department once an option was approved by council. Surplus revenues of \$3193.18 with remaining funds to come from contingency could be used to purchase the vehicle. The Emergency Services Budget is tight. However we have shown the ability to work within our given budget as shown by our growing fund balance.

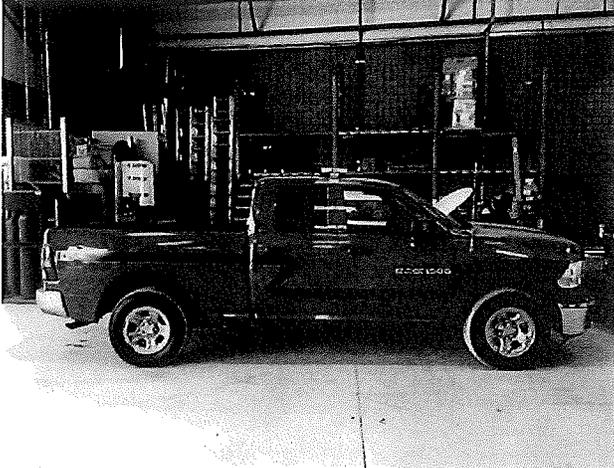
BACKGROUND INFORMATION: These attachments are for reference. It is possible if we act quickly one of these could still be available however it is likely that by the time approval is received there may be better options or the currently available stock will have already sold. The prices listed are negotiable. Shipping or transport costs could be involved. Depending on the vehicle there will be the cost to install radios, decals, and emergency lights. These vehicles have been selected because they will require less alterations or added equipment upon purchase.

Attachments:

1. 2012 Dodge Ram \$24,800 asking price.
2. 2009 Chevy Tahoe \$24,900 asking price.
3. 2010 Chevy Tahoe \$19,500 asking price.
4. 1999 Chevy Suburban \$11,000 asking price.

BRINDLEE MOUNTAIN

FIRE APPARATUS, LLC



2012 Dodge Ram 4x4 Command Unit

- 2012 Dodge Ram 4x4 Command Unit • Dodge Chassis
- Ram 1500 4 x 4 Chassis
- V-8 Gas Engine
- Power Windows & Locks
- Whelen CenCom Siren & Contoller
- Console & Arm Rest
- Extra Set of Winter Tires & Rims
- Quad Cab
- Automatic Transmission
- Whelen Legacy Light Bar
- Whelen Ion Lights
- Whelen VTX Lights (Front & Rear)
- Mileage: 55,000

Contact Us

Office: 866-285-9305

Email: sales@firetruckmall.com

Website: www.firetruckmall.com

15410 US HIGHWAY 231

UNION GROVE, AL 866-285-9305

STK# 06529



ABOUT BRINDLEE MOUNTAIN FIRE APPARATUS Brindlee Mountain Fire Apparatus is one of the world's largest used fire truck sales and service companies. Based just outside Huntsville, Alabama, the company has forty-five full-time personnel occupying over 12,000 square feet which includes office space and fourteen apparatus service bays. Our campus also includes two on-site pump testing facilities. BMFA's mechanics, all of whom are EVT certified, perform pump tests, general repairs, preventative maintenance, and body, collision, and paint work on over 500 fire trucks each year. Visit us online at www.FireTruckMall.com.

BRINDLEE MOUNTAIN

FIRE APPARATUS, LLC



2009 Chevrolet Tahoe 4x4 Command Unit

- 2009 Chevrolet Tahoe 4x4 Command • Chevrolet Chassis Unit
- Seating for 5
- Chevrolet Gas Engine
- 5.3L V-8
- LED Light Bar / Grill Lights / Running Board Lights / Strobes on Liftgate
- Arrowstick Traffic Indicator
- Mileage: 79,000
- Tahoe PPV (Police Package) 4 x 4
- Automatic Transmission
- Siren
- Code 3 Emergency Package
- Roof Mounted "Go Light"
- Remote Vehicle Start
- Tow Package
- Integrated Brake Control
- Running Boards
- 17" Aluminum Wheels
- Rockland Custom Cabinet in Rear
- Cargo/Command Center
- Custom Radio Console
- Additional Equipment not included with purchase.

Contact Us

Office: 866-285-9305

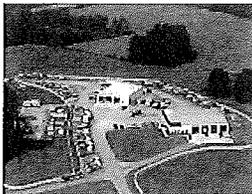
Email: sales@firetruckmall.com

Website: www.firetruckmall.com

15410 US HIGHWAY 231

UNION GROVE, AL 866-285-9305

STK# 06465



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BRINDLEE MOUNTAIN

FIRE APPARATUS, LLC



2010 Chevrolet Tahoe LS SSV 4x4 First Responder

- 2010 Chevrolet Tahoe LS SSV 4x4 First Responder
 - 4 Wheel Drive
 - Automatic Transmission
 - Class 3 Tow Hitch
 - Power Windows
 - Power Seats
 - Tilt Steering
 - Cruise Control
 - Tinted Windows
 - Dual A/C
 - Am FM Stereo CD
 - Leather/Cloth Interior
 - Running Boards
 - Code 3 V-Con Radio Console-Air
 - Horn Stand By -Wail-Yelp-Hyper
 - Yelp-PA
 - Code 3 RX2700 LED Light Bar
 - 2 - Code 3 XT304 LED Light Bars
 - 2 - Grill Mounted LED's
 - Right and Left Bumper Mounted LED's
 - Rear Tail Gate LED's
 - Brand New Tires
 - Complete Service Records
 - Safety Inspected and Serviced
- Chevrolet Chassis
 - Chevrolet Gas Engine
 - 5.3L Vortec
 - Mileage: 80,000

Contact Us

Office: 866-285-9305

Email: sales@firetruckmall.com

Website: www.firetruckmall.com

15410 US HIGHWAY 231

UNION GROVE, AL 866-285-9305

STK# 06517



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Fenton Fire Equipment

Global suppliers of quality pre-owned custom fire apparatus and equipment

CALL TOLL FREE 1-866-310-2077 - sales@fentonfire.com

1999 chevy Silverado 3/4 ton suburban 4x4 (O0775)

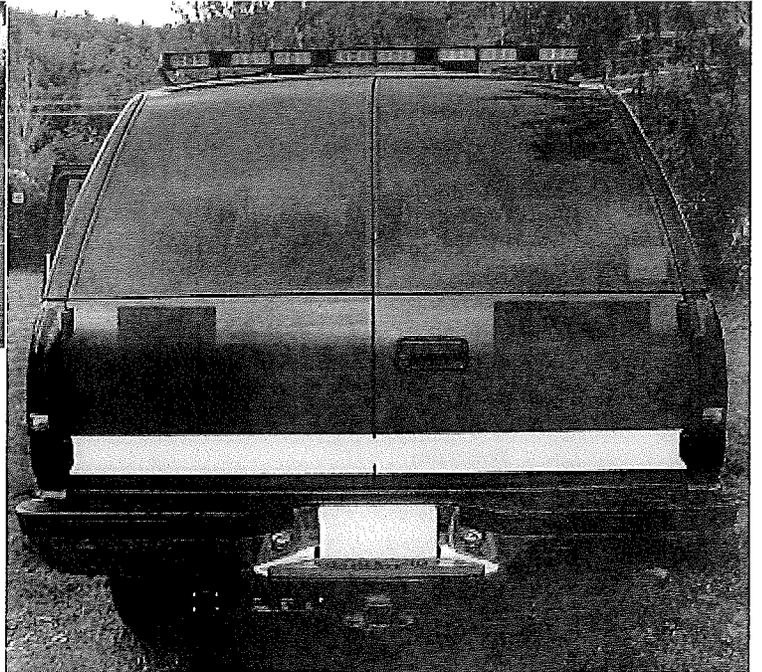
Asking \$11,500

General Specs

- full power accessory pkg, • vortec 350 ci, • ac, • rear ac, • full code 3 package will stay on if bought by dealer, or agency. • high idle pkg, • traffic emitter, • auto idle up for amp draw down. • full code lights when in drive will shut down some code lighting when put in park to save batteries.

Dimensions

- 90,239.07 mi



AGENDA ITEM NO: 5.g.

CASCADE LOCKS STAFF REPORT

Date Prepared: June 16, 2015

For City Council Meeting on: June 22, 2015

TO: Honorable Mayor and City Council

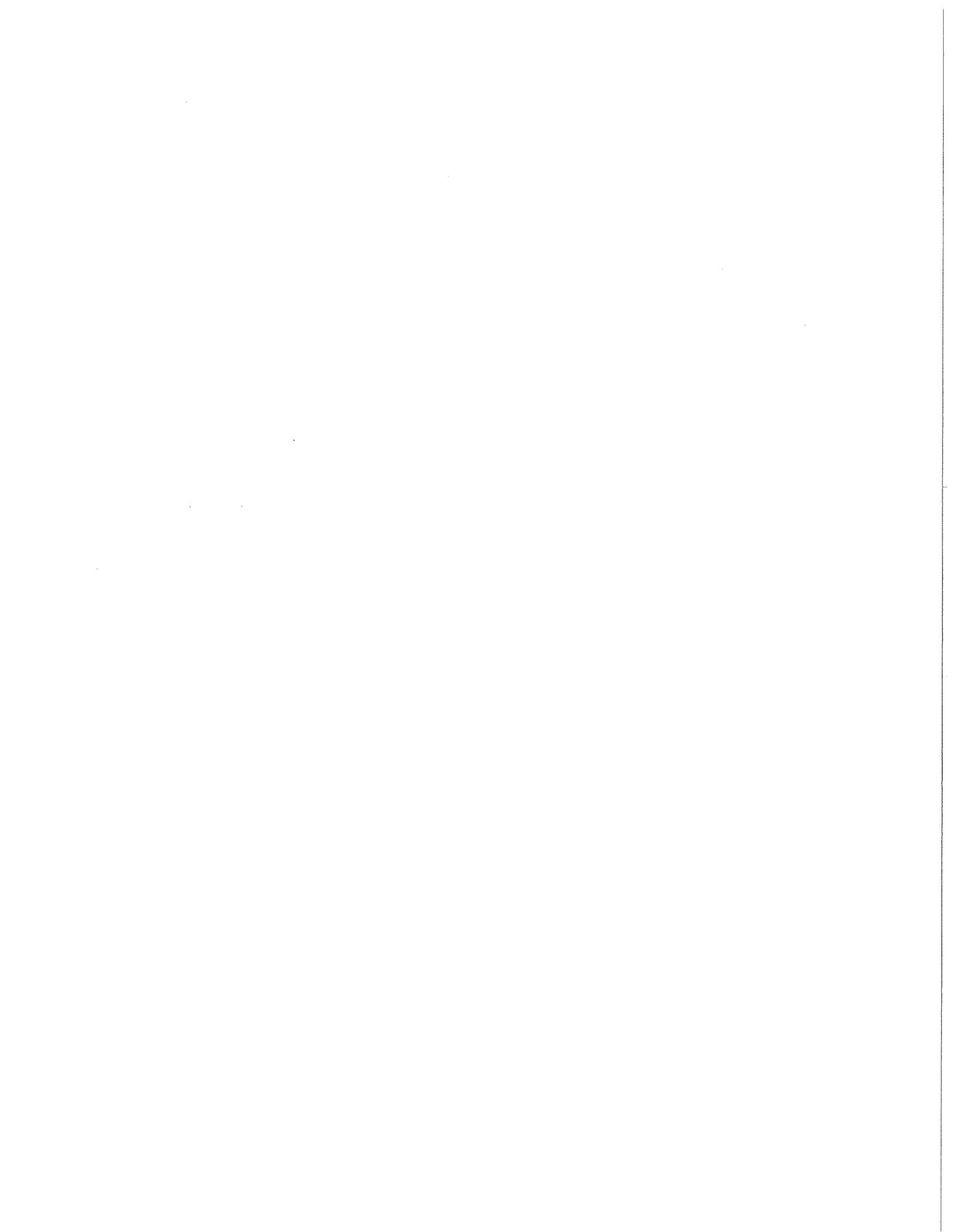
PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: First Reading of Ordinance No. 439 (marijuana sales)

SYNOPSIS: As requested by the Council, this ordinance prohibits the sale of medical or recreational marijuana within 1000 feet of a school and/or places where children are likely to congregate as permitted under Oregon statute.

CITY COUNCIL OPTIONS: This is the first reading. Discussion is welcome.

RECOMMENDED MOTION: "I move to approve Ordinance No. 439 regulating the operation of marijuana facilities within the City of Cascade Locks.



ORDINANCE NO. 439

AN ORDINANCE REGULATING THE OPERATION MARIJUANA FACILITIES

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

A. General Provisions

(1) Purpose and Intent.

- a. State law authorizes the operation of medical marijuana facilities and provides those facilities with immunity from state criminal prosecution;
- b. State law may authorize the operation of recreational marijuana facilities in the future;
- c. Although the State of Oregon has passed legislation authorizing medical marijuana facilities and providing criminal immunity under state law, and may do the same in the future with respect to recreational marijuana facilities, the operation of those facilities remains illegal under federal law;
- d. The City Council has home rule authority to decide whether, and under what conditions, certain commercial conduct should be regulated with the City and subject to the general and police powers of the City, except when local action has been clearly and unambiguously preempted by state statute;
- e. Whether and where certain business should operate within the local jurisdiction are local government decisions, and local governments may enforce those decisions through the general and police powers of the jurisdiction.
- f. The City Council wants to regulate the operation in the City of medical marijuana facilities now, and recreational marijuana facilities in the future when authorized by state law, in ways that protect and benefit the public health, safety and welfare of existing and future residents and businesses in the City.

(2) Definitions.

“Marijuana” means all part of the plant Cannabis family Moraceae, whether growing or not; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant or its resin. It does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil or cake, or the sterilized seed of the plant which is incapable of germination.

“Medical marijuana” refers to marijuana dried, produced, processed, kept, stored, delivered, transferred, dispensed or otherwise provided for the exclusive benefit of and use by a person to mitigate symptoms or effects of person’s debilitating medical condition as defined in ORS 475.302, including any amendments thereto.

“Marijuana facility” means any facility or operation designed, intended or used for the purpose of delivering, dispensing or transferring marijuana or medical marijuana.

“Operator” means a person who owns, operates or otherwise has legal responsibility for a marijuana facility. All operators must meet the qualifications established by the Oregon Health Authority, if any, and be approved by the Oregon Health Authority to operate a registry, if applicable.

“Principal” means members, partners, or corporate officers, and all stockholders holding more than 10 percent of the voting stock for any operator who is not a natural person.

“Registration identification card” means a document issued by the Oregon Health Authority that identifies a person authorized to engage in the medical use of marijuana, and the person’s designated caregiver, if any.

“School” means a public or private elementary, secondary, or career school as those terms are defined by the Oregon Health Authority.

B. Standards of Operation

(1) Registration and Compliance With Oregon Health Authority Rules. Marijuana facilities must comply with the registration requirements of the laws of the State of Oregon and must be in good standing with the Oregon Health Authority. All facilities must comply with all applicable laws and regulations administered by the Oregon Health Authority for facilities.

(2) Compliance With Other Laws. Facilities must comply with all applicable laws and regulations, including, but not limited to, the building and fire codes.

(3) Public View Into Facility. All doorways, windows and other openings shall be located, covered or screened in such a manner to prevent a view into the interior from any exterior public or semipublic area.

(4) Odors. Facilities must use an air filtration and ventilation system which, to the greatest extent feasible, confines all objectionable odors associated with the facility to the premises. The standard for judging “objectionable odors” is that of an average, reasonable person with ordinary sensibilities after taking into account the character of the neighborhood in which the odor is made and detected.

(5) Lighting. Facilities must maintain adequate outdoor lighting over each exterior door.

(6) On-Site Use. Marijuana and tobacco products may not be smoked, ingested, consumed, or otherwise used on facility’s premises.

(7) On-Site Manufacturing. Manufacturing or production of any extracts, oils, resins or similar derivatives of marijuana is prohibited at a facility. Use of open flames or gases in the preparation of any products is prohibited at a facility.

(8) Storage and Disposal. Outdoor storage of merchandise, raw materials or other materials associated with marijuana use is prohibited. Facilities must securely dispose of marijuana remnants or by-products; marijuana remnants or byproducts may not be disposed of in exterior refuse containers.

(9) Home Occupation. A facility may not be operated as a home occupation.

C. Location Restrictions

(1) Distance From Schools and Other Premises. In addition to complying with the location requirements established by the Oregon Health Authority that the proposed facility not locate within 1,000 feet of a school, a facility shall not locate within 1,000 feet of any premises where minors are likely to congregate. For purposes of this section, premises where minors are likely to congregate include, but are not limited to, public or private parks, playgrounds, recreational facilities, pre-schools, and day cares.

(2) Distances. For purposes of this section, all distances shall be measured in a straight line from the closest edge of each property line.

(3) Closure. In addition to the requirement established by the Oregon Health Authority that a facility be closed if a school is found to be within 1,000 feet of a facility, a facility shall also be required to close if premises where minors are likely to congregate are found to be within 1,000 feet of a facility.

D. Emergency Clause This act being necessary for the immediate preservation of the public peace, health and safety, an emergency is declared to exist and this ordinance shall be in full force and effect on July 13, 2015.

ADOPTED by the City Council this ____ day of _____, 2015.

APPROVED by the Mayor this ____ day of _____, 2015.

Tom Cramblett, Mayor

ATTEST:

City Recorder

First Reading: June 22, 2015

Second Reading Approved: July 13 Ayes ____; Nays ____

Locations of Medical Marijuana Facilities

(1) In order to be registered a facility must be located in an area that is zoned by the local governing agency for commercial, industrial or mixed use or as agricultural land.

(2) Registration by the Authority is not a guarantee that a facility is permitted to operate under applicable land use or other local government laws where the facility is located.

(3) A facility may not be located:

- (a) At the same address as a registered marijuana grow site;
- (b) Within 1,000 feet of the real property comprising a public or private elementary, secondary or career school attended primarily by minors; or
- (c) Within 1,000 feet of another medical marijuana facility.

(4) For purposes of implementing ORS 475.314(3)(c), the Authority will consider a location to be a school if it has at least the following characteristics:

- (a) Is a public or private elementary, secondary or career school as those terms are defined OAR 333-008-1010;
- (b) There is a building or physical space where students gather together for education purposes on a regular basis;
- (c) A curriculum is provided;
- (d) Attendance at the location meets Oregon's mandatory attendance law, ORS 339.010 or an exemption under ORS 339.030(1)(a); and
- (e) Faculty is present to teach or guide student education.

(5) For purposes of determining the distance between a facility and a school referenced in subsection (3)(b) of this rule, "within 1,000 feet" means a straight line measurement in a radius extending for 1,000 feet or less in any direction from the closest point anywhere on the boundary line of the real property comprising an existing public or private elementary, secondary or career school to the closest point of the premises of a facility. If any portion of the premises of a proposed or registered facility is within 1,000 feet of a public or private elementary, secondary or career school it may not be registered.

(6) For purposes of determining the distance between a facility and another registered facility "within 1,000 feet" means a straight line measurement in a radius extending for 1,000 feet or less in every direction from the closest point anywhere on the premises of a registered facility to the closest point anywhere on the premises of a proposed facility. If any portion of the premises of a proposed facility is within 1,000 feet of a registered facility it may not be registered.

(7) In order to be registered a facility must operate at a particular location as specified in the application and may not be mobile.

Stat. Auth.: ORS 475.314 & 475.338; Stats. Implemented: ORS 475.314; Hist.: PH 2-2014(Temp), f. 1-14-14, cert. ef. 1-15-14 thru 7-13-14; PH 20-2014, f. & cert. ef. 7-11-14; PH 4-2015, f. & cert. ef. 1-28-15

AGENDA ITEM NO: 5.h.

CASCADE LOCKS STAFF REPORT

Date Prepared: June 15, 2015

For City Council Meeting on: June 22, 2015

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Tourism Committee Request

SYNOPSIS: The Tourism Committee has decided to modify the current contract support position and reopened the position. The Committee received three applicants and chose Sofia Urrutia-Lopez after the interviews. This is an ongoing support position for the committee.

CITY COUNCIL OPTIONS: Approve, modify, or reject the request.

RECOMMENDED MOTION: "I move to approve the contracted vendor program to support the Tourism Committee operations."

Financial Review and Status: The Tourism Committee is funded through the collection of transient room tax dollars. Basically, the City General Fund receives 70% of the funding to support City functions while the Tourism Committee receives 30% to support those sponsorships, grants, or facilities which generate overnight room stays and tourist visits in Cascade Locks. Money has been budgeted this coming fiscal year for contract services.



**CITY OF CASCADE LOCKS
PERSONAL SERVICES CONTRACT
(Tourism Support Staff)**

PARTIES: City of Cascade Locks ("City")
PO Box 308
Cascade Locks, OR 97014

Sofia Urrutia-Lopez ("Contractor")
P.O. Box 406
Stevenson, WA 98648

RECITALS

Contractor is being engaged to provide services as Tourism Support Staff. Contractor has been chosen by City to enter into this Contract after seeking at least three competitive proposals from prospective contractors in accordance with ORS 279B.070.

NOW, THEREFORE, BASED ON THE MUTUAL PROMISES OF THE PARTIES, THE PARTIES AGREE AS FOLLOWS:

- 1. Statement of Work.** Contractor shall perform the work (the "Work") as set forth in the scope of work attached as Exhibit A. Contractor shall perform the Work in accordance with the terms and conditions of this Contract.
- 2. All Costs by Contractor:** Contractor shall, at its own risk and expense, perform the Work described above and, unless otherwise specified, furnish all labor, equipment and materials required for the proper performance of the Work.
- 3. Qualified to Provide Work:** Contractor has represented, and by entering into this Contract now represents, that Contractor and all personnel assigned to the Work required under this Contract, if any, are fully qualified to perform the service to which they will be assigned in a skilled and workmanlike manner and, if required to be registered, licensed or bonded by the State of Oregon, are so registered, licensed and bonded.
- 4. Contract Term:**
 - a.** This Contract shall become effective on July 1, 2015. Unless extended or terminated earlier in accordance with its terms, this Contract shall terminate on June 30, 2016. Contract termination does not extinguish or prejudice City's right to enforce this Contract with respect to any default by Contractor that has not been cured.
 - b.** This Contract may be automatically renewed or extended for up to two (2) further one (1) year terms following the initial contract term by mutual written consent of the parties, which consent shall specify the extension period. Upon renewal or extension, all terms and conditions of this Contract shall continue to apply, except that the term shall be extended in

accordance with the renewal or extension, and except to the extent the renewal or extension provides otherwise.

5. Compensation:

a. Contractor shall be paid at the rate of \$19.00 per hour for services. Contractor shall not exceed 20 hours of work per week without prior authorization from the City Administrator.

b. Contractor shall submit monthly invoices to the City for Work performed. The invoices shall describe all Work performed with particularity and shall itemize and explain all expenses that this Contract requires City to pay and for which Contractor claims reimbursement. Each invoice also shall include the total amount invoiced to date by Contractor prior to the current invoice. Contractor shall send invoices to the City's Director of Finance by the tenth of the month for work completed in the prior month. Payments shall be made within 30 days of the date of the invoice. Should the Contract be prematurely terminated, payments will be made for work completed and accepted to date of termination.

6. Ownership of Documents: All documents and other work product created by Contractor pursuant to this Contract shall be the property of City.

7. Indemnification: CONTRACTOR SHALL DEFEND, SAVE, HOLD HARMLESS, AND INDEMNIFY THE CITY AND ITS OFFICERS, EMPLOYEES AND AGENTS FROM AND AGAINST ALL CLAIMS, SUITS, ACTIONS, LOSSES, DAMAGES, LIABILITIES, COSTS AND EXPENSES OF ANY NATURE WHATSOEVER, INCLUDING ATTORNEYS FEES, RESULTING FROM, ARISING OUT OF, OR RELATING TO THE ACTIVITIES OF CONTRACTOR OR ITS OFFICERS, EMPLOYEES, SUBCONTRACTORS, OR AGENTS UNDER THIS CONTRACT. Contractor shall not be held responsible for any claims, suit, actions, losses, damages, liabilities, costs and expenses directly, solely, and proximately caused by the negligence of City.

8. Termination: This Contract may be terminated by either party by giving thirty days written notice to the other party.

9. Independent Contractor Status:

a. Contractor shall perform all Work as an Independent Contractor. The City reserves the right (i) to determine and modify the delivery schedule for the Work and (ii) to evaluate the quality of the Work Product, however, the City may not and will not control the means or manner of Contractor's performance. Contractor is responsible for determining the appropriate means and manner of performing the Work.

b. For services performed pursuant to this Contract, Contractor understands and agrees that it is not an "officer", "employee", or "agent" of the City, as those terms are used in ORS 30.265.

c. Contractor is responsible for all federal or state taxes applicable to compensation or payments paid to Contractor under this Contract and, unless Contractor is subject to backup withholding, City will not withhold from such compensation or payments any amount(s) to cover Contractor's federal or state tax obligations. Contractor is not eligible for any social security, unemployment insurance or workers' compensation benefits from compensation or payments paid to Contractor under this Contract, except as a self-employed individual..

10. Assignment and Subcontracts: Contractor shall not assign this Contract or subcontract any portion of the work without the written consent of City. Any attempted assignment or subcontract without written consent of City shall be void. Contractor shall be fully responsible for the acts or omissions of any assigns or subcontractors and of all persons employed by them, and the approval by City of any assignment or subcontract shall not create any Contractual relation between the assignee or subcontractor and City.

11. Governing Law; Venue; Consent to Jurisdiction. This Contract shall be governed by and construed in accordance with the laws of the State of Oregon. Any claim, action, suit or proceeding between City and Contractor that arises from or relates to this Contract shall be brought and conducted solely and exclusively within the Circuit Court of Hood River County for the State of Oregon or, if the claim, action, suit or proceeding must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon.

12. Merger Clause; Waiver. This Contract and attached exhibits, if any, constitute the entire agreement between the parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Contract. No waiver, consent, modification or change of terms of this Contract shall bind all parties unless in writing and signed by both parties and all necessary State approvals have been obtained.

13. Amendments. No amendment to this Contract is effective unless it is in writing signed by the parties.

CONTRACTOR, BY EXECUTION OF THIS CONTRACT, HEREBY ACKNOWLEDGES THAT CONTRACTOR HAS READ THIS CONTRACT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

CONTRACTOR

CITY

By: Sofia Urrutia-Lopez Date
Contractor

By: Gordon Zimmerman Date
City Administrator

Approved as to form:

By: Ruben Cleaveland Date
Asst. City Attorney

EXHIBIT A

JOB TITLE: TOURISM SUPPORT STAFF

JOB FUNCTION: Assist the Tourism Committee in Promotion, Marketing, Projects and Committee Support.

PROJECT DELIVERABLES AND SPECIFICATIONS

Contracted Services with the following categories:

General Tourism Committee Support:

- Minutes taking (back up to committee secretary)
- Document Creation and Duplication
 - Monthly Flash Report
 - Agendas (in conjunction with committee chair)
- Tourism Correspondence (in conjunction with committee chair)
- Grant Writing and Administration
- Responding to tourism inquiries via phone, mail, email and fax

Promotion:

- Website management and Updates
- Online calendar and ORB updates
- Backup to booth staffing for outreach events
- Writing and distribution of press releases
- Identifying promotional opportunities

Marketing:

- Social media posts
- Advertisement design in-house or in communication with designer
- Identify and coordinate advertising opportunities
- Coordinate marketing with other Chambers of Commerce and Visitor Associations
- Alignment with Travel Oregon

Tourism Facilities:

- Special Project Administration and Implementation

AGENDA ITEM NO: 5.i.

CASCADE LOCKS STAFF REPORT

Date Prepared: June 16, 2015

For City Council Meeting on: June 22, 2015

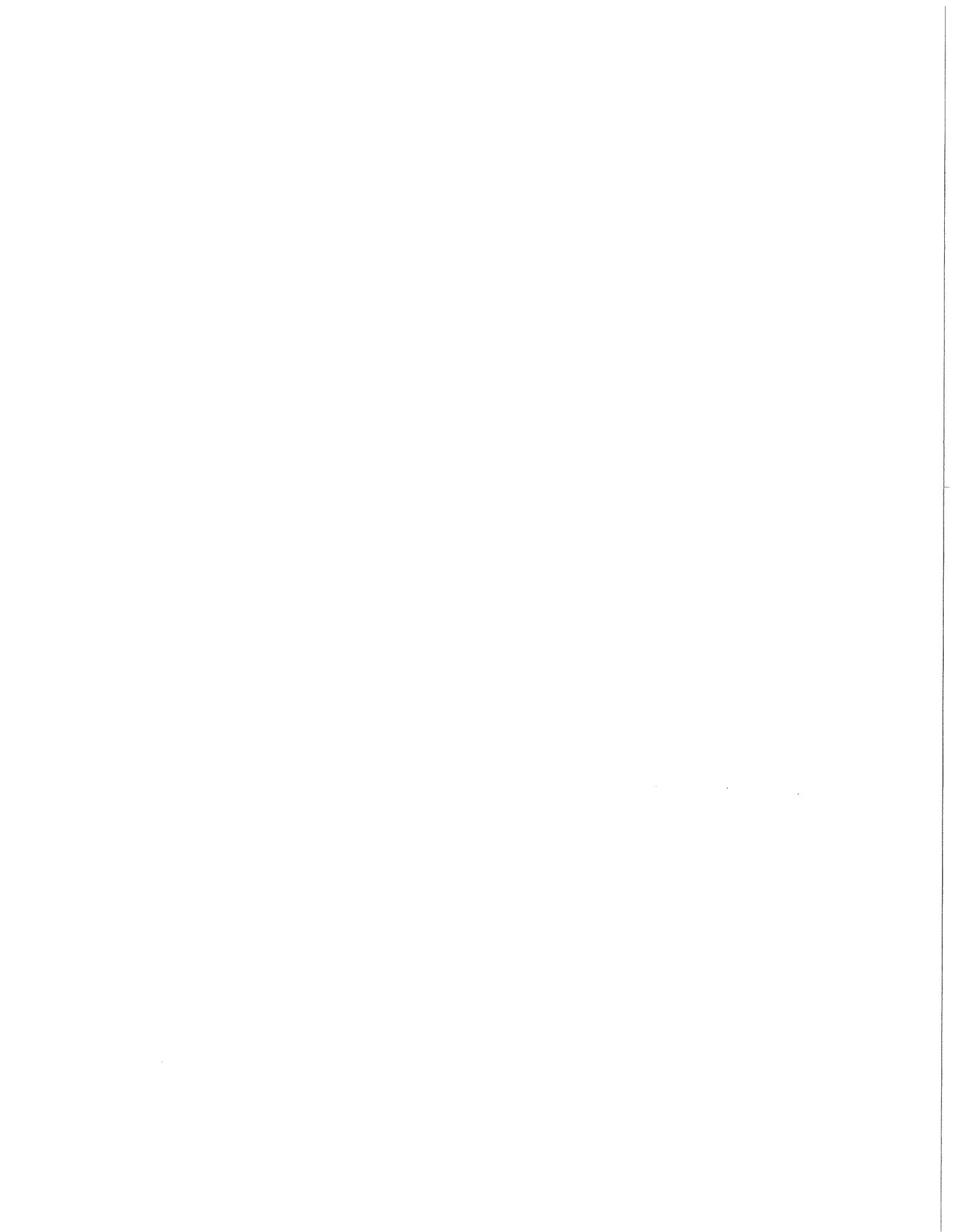
TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Determine Process for City Administrator Evaluation

SYNOPSIS: Please find attached the performance evaluation for the City has used in the past to measure the performance of its employees. If this is the process the Council would like to use, please fill out the evaluation and return it to the office before June 30. These evaluations will be sent to the City Attorney, Ruben Cleaveland, for compilation. An Executive Session will be scheduled on July 13 to review the findings.

CITY COUNCIL OPTIONS: Use this process or development another method to evaluate the performance of the City Administrator.



**CITY OF CASCADE LOCKS
PERSONNEL PERFORMANCE EVALUATION**

NAME:	DEPARTMENT:
JOB TITLE:	Evaluation Period:
LAST EVALUATION DATE:	NAME OF EVALUATOR:
MONTHS IN THIS POSITION:	MONTHS SUPERVISED THIS EMP:
REASON FOR EVALUATION: ROUTINE _____ 6 MONTH TRIAL REVIEW _____	
SPECIAL SCHEDULED: _____, BY REQUEST OF: _____,	
OTHER _____.	

Performance Scoring Scale:

(1-2) Unsatisfactory; (3-4) Needs Improvement; (5-6) Satisfactory; (7-8) Above Standard;
(9-10) Superior; (N/O) No Opinion or No Opportunity to Observe. Circle Appropriate Number

Total Score	7-14	15-28	29-42	43-56	57-70
Performance	Unsatisfactory	Needs Improvement	Satisfactory	Above Standard	Superior

I: Performance:

A. Quality of Work – Consider standard of workmanship, accuracy, neatness, skill, Thoroughness, economy of material, organization of job.

1	2	3	4	5	6	7	8	9	10	(N/O)
Unsatisfactory		Needs Improvement		Satisfactory		Above Standard		Superior		No Opinion

Comments: _____

B. Adaptability – Consider ability to meet a changing conditions and situations, ease with Which the employee learns new duties and assignments.

1	2	3	4	5	6	7	8	9	10	(N/O)
Unsatisfactory		Needs Improvement		Satisfactory		Above Standard		Superior		No Opinion

Comments: _____

C. Judgment – Consider ability to evaluate relative merit of ideas or facts and arrive at sound conclusions, ability to decide correct course of action when some choices can be made.

1	2	3	4	5	6	7	8	9	10	(N/O)
Unsatisfactory		Needs Improvement		Satisfactory		Above Standard		Superior		No Opinion

Comments: _____

D. Job Knowledge and Skill – Consider understanding of job procedures and methods, ability to acquire necessary skills, expertness in doing assigned tasks and utilization of background for job.

1	2	3	4	5	6	7	8	9	10	(N/O)
Unsatisfactory		Needs Improvement		Satisfactory		Above Standard		Superior		No Opinion

Comments: _____

E. Attitude – Consider Cooperation with supervisors and co-workers; receptiveness to suggestions and constructive criticism; attitude toward City; enthusiasm in attempts to improve performance.

1	2	3	4	5	6	7	8	9	10	(N/O)
Unsatisfactory		Needs Improvement		Satisfactory		Above Standard		Superior		No Opinion

Comments: _____

F. Team Effort – Leadership – Consider ability to inspire teamwork, enthusiasm to work towards a common objective desire to assume responsibility, ability to originate or develop ideas and get things started.

1	2	3	4	5	6	7	8	9	10	(N/O)
Unsatisfactory		Needs Improvement		Satisfactory		Above Standard		Superior		No Opinion

Comments: _____

G. Interaction with Public – Consider the ability to determine appropriate courses of action and to communicate it to the public; ability to respond appropriately to public concerns/inquiries; ability to represent the City in a positive manner.

1	2	3	4	5	6	7	8	9	10	(N/O)
Unsatisfactory		Needs Improvement		Satisfactory		Above Standard		Superior		No Opinion

Comments: _____

H. Safety - Does the employee work in a safe, risk adverse manner? Yes _____ No _____
 If No, what corrections are needed?

1	2	3	4	5	6	7	8	9	10	(N/O)
Unsatisfactory		Needs Improvement		Satisfactory		Above Standard		Superior		No Opinion

I. Job Description - Did you review and update employee's job description as part of this review? Yes _____ No _____ Were there any changes? Yes _____ No _____
 If there are changes please submit the changes to HR.

Total Score: _____ **Average Rating** _____

II: Overall Evaluation Comments

A. Specific accomplishments for the past year:

B. Improvement Areas:

C. Goals and Objective for the next year:

III. Acknowledgement:

a. Employee Comments: _____

b. Supervisors Comments:

Employee Signature (Does not necessarily indicate concurrence)

Title

Date

Evaluated By

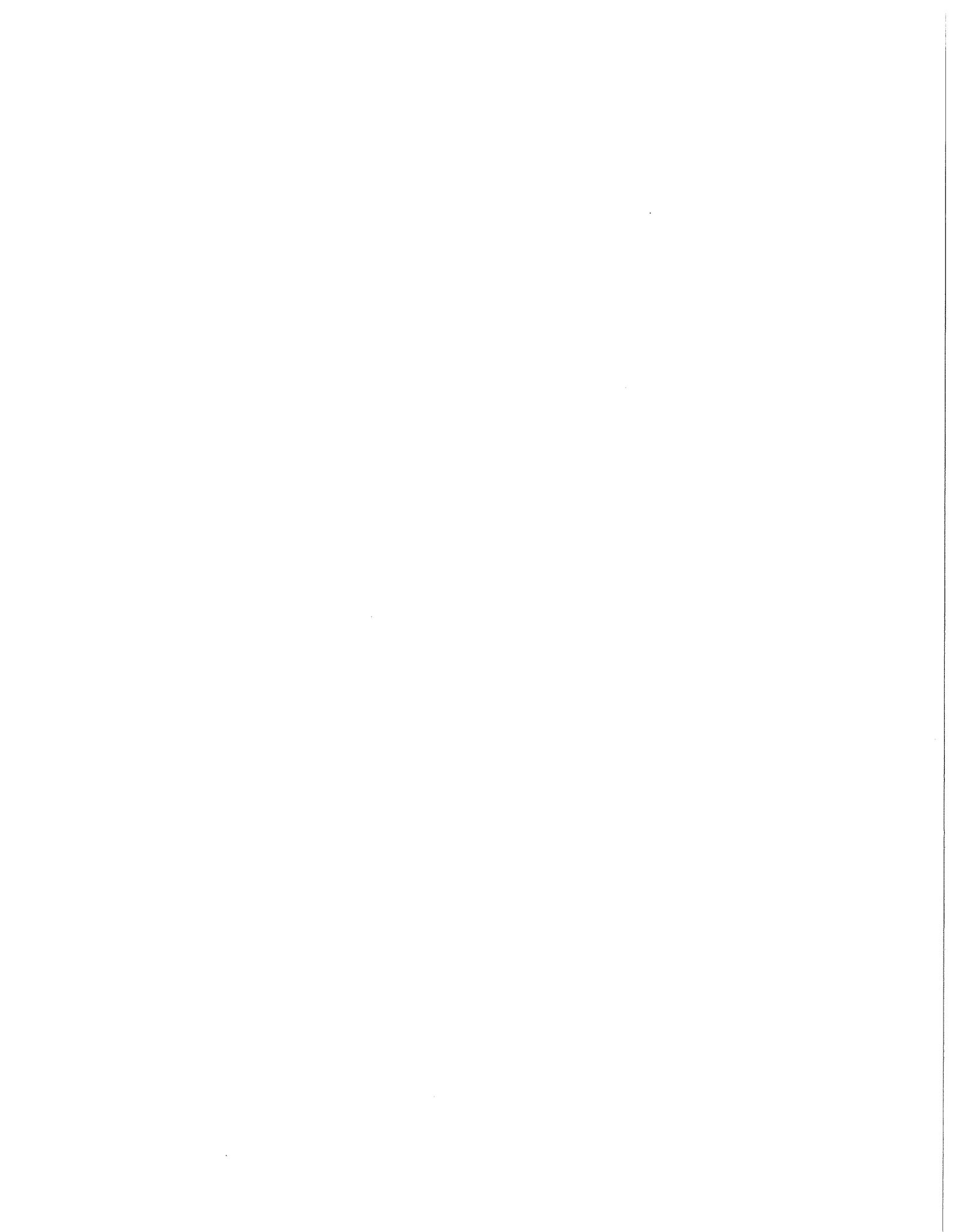
Title

Date

Approved

Title

Date



CITY of CASCADE LOCKS – Tourism Committee Meeting Minutes

TOURISM COMMITTEE MEETING MINUTES for Monday, June 1, 2015, 7:00 PM, City Council Chambers

1. **Call Meeting to Order & Roll Call.** Chairman Miller called the meeting to order at 7:00 pm. Present: TM Fine, TM Baseman, TM Park and TM Miller. Absent: TM Lembrick and TM Gibson. Also Present: Gordon Zimmerman, City Administrator, Deanna Busdieker, Tourism Staff, Holly Howell and Mayah Frank, Port of Cascade Locks, Susan Winner, CGRA, Marcus Nobel, Bike Peace Music Festival, Sofia Urrutia-Lopez.
2. **Amendments to the Agenda** - none
3. **Comments by the General Public** - none
4. **Discussion/Declaration of Potential Conflicts of Interest** - none
5. **Approval of Minutes Presented.** Minutes of the May 19, 2015 meeting were presented. Motion by TM Fine, seconded by TM Park, to approve minutes of May 19, 2015 as presented. Motion carried unanimously.
6. **Approval of Bills** - none
7. **Staff Support Report** – Deanna Busdieker reported on status update with the Mult. Falls kiosk panel. Currently she is acquiring the photo and completing the ad designs to send to the printer.
8. **Port Report – Holly Howell, Mayah Frank.** Additional rack cards listing community events and CGRA events for the year were shared. A report on the success with the Port and Tourism table event at Metro Trail Fair (and National Trails Symposium) was given. Meetings are being held with Port and Tourism representatives on the Steering Committee for Rural Tourism Studio, with an application being submitted to Travel Oregon. This is expected to have major implications in the National Scenic Area scope for our community and with our partners. Letters of support to accompany the application should be provided to Casey Roeder, Skamania County Chamber of Commerce, by June 3, 2015. The Port is developing a cooperative marketing initiative for existing businesses in the community in the next budget year. More will be shared on this when known.
9. **Old Business**
 - A. **Final Draft of Tourism Brochure Presented.** The design work on the tourism brochure was shared. Committee members felt it needed revisions. It was decided that TM Park with assist from Tourism Staff Busdieker, would follow up with the designer on changes before a new submission is reviewed for approval.
 - i. **RFP Brochure Printing** - tabled
 - ii. **Brochure Distribution Contract, 2015-16.** TM Miller reviewed our current brochure distribution contract with Shirley Carr. The only changes for the new FY 2015-16 contract would be dates. The amount of \$1,500 for the full year, paid three times per year, was the same. Motion by TM Fine, seconded by TM Baseman, to approve the new contract with Shirley Carr with new FY dates was made. Motion carried unanimously.
 - B. **Tourism Website Status/Update** – tabled
 - C. **RFP, Tourism Contract Support Services, 2015-16.** TM Miller excused applicants present for this item discussion. The committee received three applications for the position; Anne Van Domelen, Sofia Urrutia-Lopez and Deanna Busdieker. The committee agreed that we would interview all three applicants. Suggested dates and times were discussed. The Port offered their conference room for meeting space with conference call ability.

10. New Business

- A. Matching Grant Application Review, Columbia Gorge Racing Association.** The committee reviewed the grant application from CGRA, asking for \$5,000 toward costs of a promotional video, cgra member attendance at the US Sailing Forum, print advertising and calendars. TM Fine commented on the great partnership between tourism and CGRA and approved the request of \$5,000. TM Park questioned the US Sailing Forum costs, as tourism does not grant funds for staffing an organization, and the extent of the advertising and calendars. Questions on the promotional video were addressed by CGRA Susan Winner, who said this was shown at the Forum, on the website and other locations. Motion made by TM Park, seconded by TM Baseman, to approve the grant in the amount of \$3,825 toward costs of a promotional video. Yes votes by TM Miller, TM Park and TM Baseman. No vote by TM Fine. Motion failed.

Further discussion on the grant held; specifics of the grant that tourism could fund according to our guidelines and budget. Motion made by TM Fine, seconded by TM Park, to approve the grant to CGRA in the amount of \$3,825 toward costs of a promotional video, with the recommendation to CGRA to ask for funding with other items in the grant at a later time. Motion carried unanimously. This expense will be taken from Tourism Event Promotion budget line item upon receiving receipts by CGRA.

- B. Matching Grant Application Review, Bike Peace Music Festival.** The committee reviewed the grant application presented by the Bike Peace Music Festival, to be held July 17-18, 2015 in Marine Park. Marcus Nobel of United Earth, Inc. answered questions on the event regarding the request of the grant for advertising in BikePortland.org and website marketing design work from Electrifying Design.

Motion made by TM Park, seconded by TM Baseman, to approve the request for \$1,000 for advertising and website marketing costs with Bike Peace Music Festival. Motion carried unanimously. This expense will be taken from Tourism Event Promotion budget line item upon receiving receipts by Bike Peace Music Festival. TM Park requested that a debriefing following the event be provided to the committee at another tourism meeting. TM Miller requested more detailed accounting on receipts presented to accompany the application. Nobel agreed.

- C. Cascade Locks July 4th Fireworks, 2016.** TM Miller presented information from the Port Budget Committee recommending that the Port not fund any fireworks in 2016. Tourism feels July 4th fireworks bring many people to town and would like to see this tradition continue. It was agreed that TM Miller will send a letter of support to each of the Port Commissioners before June 18 when the final budget is expected to be adopted.

11. Tourism Committee Member Reports

- A. Debbie Fine** - none
B. Cindilee Baseman - none
C. Caroline Park – Future events were shared for the season including a Farm to Table event, Travel Oregon Bounty, and Bridge of the Gods Beer Fest in 2016.
D. Lucas Lembrick
E. Ruby Gibson
F. Marie Miller – Oregon Parks & Recreation Department have given the OK for an antique automobile parade on the Historic Columbia River Highway State Trail, with sections between Eagle Creek and Cascade Locks, as part of the 100th Anniversary of the Historic Highway in 2016. TM Miller will contact the car clubs and see if interest and availability is found.

12. Next Meeting Date & Time: July 6, 2015, 7:00pm. Meeting reminder announced.

13. Adjournment. Motion made by TM Baseman, seconded by TM Park, to adjourn the meeting. Motion carried unanimously. Meeting was adjourned by Chairman Miller at 8:45 pm.

Hood River County Sheriff's Office
 Statistical Information
 City of Cascade Locks
 May 2015

Case #	Date	Officer	Classification	Call Breakdown
S150382	05/02/15	20	Traffic Complaint	0 Alarms
S150386	05/03/15	26	Harassment	6 Animal Control
S150391	05/05/15	13	Warrant service	0 Assault
S150393	05/06/15	14	Animal control	0 Burglary
S150399	05/07/15	15	Vandalism	0 Civil Issue
S150400	05/07/15	26	Harassment	4 Disturbance / Nuisance
S150411	05/09/15	14	Search and rescue	3 Domestic Situation
S150428	05/15/15	14	Theft	0 Drug Activity
S150433	05/16/15	14	Theft	3 Harassment
S150453	05/23/15	11	Motor vehicle collision	1 Hit & Run
S150468	05/28/15	14	Subject stop	2 Juvenile Problem - MIP, Missing, etc.
S150471	05/28/15	14	Follow-up	1 Marine
S150473	05/28/15	27	Sex offense	2 Mental / Suicide
S150478	05/29/15	26	Warrant service	0 Missing Person
S150482	05/30/15	14	Suicide	18 MVC / Traffic Complaint / Assist
S150484	05/30/15	14	Officer initiated action	0 Order Violation - Restraining, No Contact, etc.
S150485	05/31/15	26	Motor vehicle collision	1 Property - Lost/Found
				5 Paper Service & Attempts
				8 Request for Assistance / 911 Hangups/Welfare
				0 Robbery
				1 Sex Crimes / Rape
				1 Subject Stop
				9 Suspicious Activity / Prowler / UEMV
				3 Theft (inc SV/UUMV)
				30 Traffic Stops
				1 Trespass / Unwanted Subject
				0 Unattended Deaths
				1 Vandalism
				4 Warrant Service & Attempts
				0 Weapons / Shots Fired
Total	17			104 Total

Total Number of Cascade Locks patrols

72

Total Calls for Service
 (includes followup, OFGR initiated, agency assist, SAR, etc.)

149

Hours worked by Deputy Harvey
 Hours worked by other personnel

90.22
 75.04



Brian Rockett, Chief Deputy

