

CITY of CASCADE LOCKS *AGENDA*

CITY COUNCIL MEETING, Monday, October 8, 2012, 7:00 PM, CITY HALL

Purpose: The City Council meets twice a month to conduct city business, make decisions and set policy and direction for the city organization and community.

1. **Call to Order/Pledge of Allegiance/Roll Call.**
2. **Additions or amendments to the Agenda.** (The Mayor or Presiding Officer may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged).
3. **Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
 - a. **Approval of Minutes of September 24, 2012 Council Meeting.**
 - b. **Approval of Minutes of October 1, 2012 Special City Council Meeting.**
 - c. **Ratification of the Bills in the Amount of \$ 171,267.86.**
4. **Public Hearings.** none
5. **Action Items:**
 - a. **Approve Transition Study for Electric Department Utilizing Local Government Personnel Institute.**
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. **Friends of the Gorge Regarding Coal.**
 - c. **Mid Columbia Community Action Council Presentation.**
 - d. **Presentation from Charlie Beck on the Renewal of the Bond Levy.**
 - e. **ICA Koch Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session as may be required.**
11. **Adjournment.**

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

1. **Call to Order/Pledge of Allegiance/Roll Call:** Mayor Masters called the meeting to order at 7:03 PM. CM's Holmstrom, Helfrich, Lewis, Lorang, Storm, and Mayor Masters were present. CM Cramblett was excused. Also present were ICA Koch, Deputy City Recorder Megan Webb, Virginia Fitzpatrick, Katelin Stuart, Arni Kononen, Rob Brostoff, Ralph and Pat Hesgard, Shawn Cruise, Jim Winterbottom, Robyn, Emily and Camera Operator Betty Rush.
2. **Additions or amendments to the Agenda:** Mayor Masters would like the presentation from Friends of Celilo moved between items three and four of the agenda.
3. **Adoption of Consent Agenda:**
 - a. **Approval of Minutes of September 10, 2012 Council Meeting.**
 - b. **Ratification of the Bills in the Amount of \$ 148,057.94.**

Mayor Masters read the list of items on the Consent Agenda. **Motion:** CM Lorang moved, seconded by CM Helfrich, to approve the Consent Agenda. The motion was passed unanimously by CM's Holmstrom, Helfrich, Lewis, Lorang, Storm, and Mayor Masters.

Presentation from Friends of Celilo Falls: Shawn Cruise introduced himself as the Executive Director of the Friends of Celilo Falls non-profit group. Mr. Cruise said he has no tribal affiliation and Friends of Celilo Falls does not speak for any tribes. Mr. Cruise gave his presentation, focusing on the return Celilo Falls. CM Lewis asked about the mechanics of uncovering Celilo Falls. Mr. Cruise said this is at least 10 years out because of all of the building of the infrastructure, and protecting of the archeological sites. He said they would like to turn Celilo into a world heritage site. Mayor Masters said we have heard about potential economic development benefits from the proposed coal barges. He asked Mr. Cruise what economic benefits could be benefited by Cascade Locks with the return of Celilo Falls. Mr. Cruise said it is really a complex question. He said it will really impact all of the Gorge.

4. **Public Hearings:** None

5. **Action Items:**

a. **Approve Resolution No. 1250 Establishing Rules for Meetings, Proceedings and Business of the City Council of the City of Cascade Locks, Oregon and Repealing Resolution No. 1224.** ICA Koch said this is a continuation of discussion from last meeting and carries forward two items that were identified. He said one is to replace the letter of interest for consideration on city committees to an application form that is now in common practice and the additional change is to add City Committee Reports to the agenda for each council meeting. **Motion:** CM Holmstrom moved, seconded by CM Helfrich, to approve Resolution No. 1250 establishing rules for meetings, proceedings and business for the City Council of the City of Cascade Locks, and repealing Resolution No. 1224. The motion was passed unanimously by CM's Holmstrom, Helfrich, Lewis, Lorang, Storm, and Mayor Masters.

b. **Approve Contract with BKI for Electric Consultation.** ICA Koch said for a number of years the City has had an informal contract with Brown and Kysar Inc. for consulting services to the electric department. He said two documents have been found signed by staff but not approved by Council. He said this contract will be for 3 years for engineering services not to exceed \$30,000 a year. **Motion:** CM Storm moved, seconded by CM Lorang, to approve the proposed three year contract with Brown and Kysar Inc. for engineering services in the Electric Department not to exceed \$30,000 and authorize the Mayor to sign the contract. Motion was passed unanimously by CM's Holmstrom, Helfrich, Lewis, Lorang, Storm and Mayor Masters.

c. **Approve Recommended Action of Staffing the Emergency Service Department.** ICA Koch said the recommendation is for Council to adopt a two tiered approach to the staffing at the Emergency Services Department. He said we have been in on going negotiations with the City of Hood River for some level of staffing. He said the City would be in a better position if the Council authorized staff to open the positions for a Paramedic and possibly someone to be a station captain in case the negotiations with Hood River do not go anywhere. ICA Koch said the recommendation is to authorize two parallel tracks, one being to advertise for a

Paramedic and station captain while also pursuing the contract with Hood River for a Paramedic assigned to Cascade Locks.

Arnie Kononen spoke in favor of the proposal. He said it fits with what the committee found. He said the recommendation ICA Koch described in his staff report is excellent and he thinks this is on the right track.

Katelin Stuart said she doesn't think that people are getting the agenda at first and reading it before the council meeting. She said she has heard from someone on Tourism and some volunteers that they should have been in on this. Ms. Stuart said that she would like to see benefits included in the Hood River proposals. She said that she likes that the volunteers have input, and it is really important to the community. She said she feels more information is needed.

Motion: CM Helfrich moved, seconded by CM Holmstrom, to direct staff to approach this issue on two parallel tracks. One being to prepare to advertise and recruit a paramedic and station captain while also pursuing a strategy to negotiate with the City of Hood River for a contract for paramedic staff assigned in Cascade Locks. CM Lewis asked if the volunteers were met with. Mayor Masters said that himself and ICA Koch met with the volunteers and discussed several different options over the course of about two and a half hours. He said as a result of that conversation we have two proposals added that the volunteers put together. CM Holmstrom said he is concerned about the hours that a contracted Paramedic would work not covering all of our needs. He said he feels like we would have to look at overtime costs to make sure we have coverage. Mayor Masters said the volunteers feel like they could cover the hours that would not be covered by the contract Paramedic.

Mayor Masters asked ICA Koch if staff was able to renegotiate the contract with Hood River. ICA Koch said he was able to have a meeting but have not heard back from them. He said that is part of the reason for this parallel approach. CM Lorang said that when we get the contract back he would like to compare the pros and cons and costs of both the contract and option of the City hiring an employee. CM Lewis asked if this is approved tonight how soon would these positions be opened. ICA Koch said the Paramedic job position already exists in the City but the station captain concept does not. He said that staff would have to come back to the Council at the next meeting to get approval for the position. The motion was passed unanimously by CM's Holmstrom, Helfrich, Lewis, Lorang, Storm and Mayor Masters.

d. Approve Proposed Extension of the Current Fire Service Contract with City of Hood River.

ICA Koch said this is a recommendation to extend once again the contract between the City of Cascade Locks and the City of Hood River for Interim Fire Chief services. He said this would begin to build the bridge for Chief Wells to assist in the process of the possible hire of staff. He said the budget allows for the extension and that the current contract ends September 30. He said the extension would be until December 30, 2012. **Motion:** CM Storm moved, seconded by CM Lewis, to approve an extension in the current contract with City of Hood River for a time period not to exceed 90 days and \$7,500 authorizing the Mayor to sign the extension. CM Helfrich asked ICA Koch if it should be considered to extend the contract to 180 days with an opt out at the 45 or 60 day mark. ICA Koch said that is a possibility but he doesn't recommend it but is the council's choice. Mayor Masters said that he would be leery to extend the contract beyond 90 days because of the budget. He asked if the current contract allows for a transition period and moving more into a mentoring program. ICA Koch said that there is a clause in this new contract extension that allows for a 30 day notice of termination or changes. He said he believes the flexibility for that is in the contract. The motion was passed unanimously by CM's Holmstrom, Helfrich, Lewis, Lorang, Storm and Mayor Masters.

e. Approve Contract with Merina & Company, LLP for TRT Audit Service. ICA Koch said this was reviewed by Council a few weeks ago. He said Merina and Company was the group selected for the TRT Audit. He said the staff report contains the criteria used in selecting the businesses to be audited. He said two and possibly three audits will be performed this year. **Motion:** CM Lorang moved, seconded by CM Helfrich, to approve the contract and authorize the Mayor to sign the contract with Merina & Company, LLP for

TRT Audit Services not to exceed \$4,000. The motion passed unanimously by CM's Holmstrom, Helfrich, Lewis, Lorang, Storm and Mayor Masters.

6. Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our

Community: Pat Hesgard spoke on behalf of the Columbia Gorge Lions Club. Mrs. Hesgard said first she would like to thank the citizens who helped with Sternwheeler Days and the Old Timer's Picnic. Mrs. Hesgard said she had three checks to present. She said the first check is \$500 for Parks and Rec, second is to the City for the new sound system in the amount of \$1,000, and the third is to the City for the payment towards the fire truck in the amount of \$1,000. Mrs. Hesgard said that the Lion's will also be purchasing a brick at the fire department in the name of Rogers Wheatley. She said they would also be donating money to the Lions Foundation for Sight and Hearing as well as the Lions Foundation for Diabetes in Rogers's name. She said that next month they would be doing vision screening at the school. She said that they would be holding candidates night on October 16th.

Rob Brostoff spoke about the local option levy that will be on the upcoming ballot. He said this was first approved in 2004 and has been renewed one time and is about to sunset. He said the cost of this levy is \$1.25 per thousand and would generate \$1,750,000.00 per year with an additional \$655,000 from the state. Mr. Brostoff hoped that everyone would get on board and support our schools.

Robyn and Emily spoke about the possibility of Emily painting some business' windows downtown. Robyn said that if anyone would like to view Emily's artwork they could visit www.dragonart.com and she is under the name of "Dawn". She said that they would like to use this opportunity to build Emily's portfolio as an artist. She said they are looking for possible businesses in downtown that would allow Emily to paint their windows for Halloween or Christmas or possibly both. Mayor Masters asked Robyn to leave their contact information with ICA Koch. ICA Koch said that he would pass along this information at the next Downtown Association meeting. CM Holmstrom asked how many windows they are looking to paint. Robyn said she would like to paint three windows.

7. Reports and Presentations:

a. Presentation by Friends of Celilo Falls. Discussed after Consent Agenda

b. Hood River Garbage Rate Review. ICA Koch introduced Jim Winterbottom with Hood River Garbage. Mr. Winterbottom said they were here for a preview prior to the actual rate review. He said he would like to hear any questions the council might have before the rate review. Mr. Winterbottom said the last rate increase of 2.2% equaled out to \$.33 per month on the most popular 32 gallon, served weekly, option. He said they are a working on some new programs with the City of Hood River. He said they would bring more information for those programs when they come back to discuss the rate increase in November.

c. Proclamation Recognizing Partnership with Columbia Gorge Racing Association. ICA Koch said that the Mayor is proposing a proclamation in the support of the CGRA. Mayor Masters read the proclamation to the Council. He said that he would sign that proclamation unless there was an objection. CM Holmstrom asked if it would be printed on nicer paper. Mayor Masters said he would make sure of that. Council had no objection.

d. Report on City Administrator Recruitment. ICA Koch reviewed the process that has been done until now. He said that one of the original seven, who had withdrawn from the process, called today to say he is now available once again. ICA Koch recommended adding that candidate as a fourth. ICA Koch reviewed the upcoming events he would recommend the Council move forward with, including a community meet and greet and interview panels with the final selection happening after the November 6th election day. CM Lewis asked why the fourth person was being added. ICA Koch said it was because he was one of the original seven and it gives one more body to look at. CM Lewis asked if background checks should be done. ICA Koch said he would start those after the council takes action tonight. CM Lewis asked if it is customary to involve so much bureaucracy in this process. ICA Koch said it was. Mayor Masters said that it is important to involve a lot of

different people in the hiring process. Mayor Masters asked if the consensus of the group was to move forward and all council members agreed that is was.

e. Report on Comprehensive Trail Plan. ICA Koch said this would bring to closure, with the Council, the work that was done in the Community by the Celilo Planning students. He said the Port has already adopted the plan and has made it a part of their policy. He said staff is looking for direction as to what to do with the Plan. ICA Koch said the Downtown Association is already moving forward with the areas that they were identified to take the lead in. CM Holmstrom said he would like to see a formal request from the Planning Commission and Tourism to the Council recommending the adoption of the plan. Mayor Masters said we need to move forward as this is a very important piece of our community as a way to identify Cascade Locks as the center of the Gorge. He said if we could adopt the plan any faster he would like to do that but he also would like to make sure we involve all of the community partners in the process. CM Lewis said he would like to see a financial impact analysis done to see what it will cost the City. Mayor Masters said this is a long term process and would not be completed in one fiscal year. He said we would not know the cost of these projects until we started implementing them. Mayor Masters said he would speak with Tourism and Planning about having them make a formal recommendation.

f. ICA Koch Report. ICA Koch introduced the new RARE participant, Rebecca Sergeant. Mrs. Sergeant said that she has been working on several projects including boosting four current City events as well as introducing six new events for the shoulder season. ICA Koch said progress is being made on installing the new sound and video equipment in the Council chambers.

ICA Koch said that the City was approached today during a meeting with the Port staff about moving forward with a potential grant application to do some planning and identify some first phases of specific projects in the downtown area. He said we would not apply without Council approval. He said the State is looking for a way to do some projects here to benefit Cascade Locks.

ICA Koch said that the meeting between the three City Councils, North Bonneville, Stevenson and Cascade Locks, will be held October 2nd in the City's Council Chambers. He said this is the meeting where the three councils will arrive at some listed initiatives to present to the Gorge Commission to help rebalance the focus from preservation to economic development.

ICA Koch said one of the objectives approved in the 2012-13 budget is the creation of a transition plan to help guide the City as employees retire. He said staff approached LGPI because the City is a member of that. He said LGPI proposed for about \$4300 they could put together a transition plan for the Council by the end of the year. He said he is seeking direction from Council to see if they would like to pursue this option. CM Lewis asked if Tracy was being included in this process. ICA Koch said that all employee's thoughts and ideas would be captured. Mayor Masters said he saw no problem with moving forward.

ICA Koch gave some updates on objectives that were identified during the adoption of the 2012-13 budget. He said the status of hiring a City Administrator is moving forward. He said January is the anticipated transition month. ICA Koch said the Electric Rate Study should be completed by the end of the year. The consulting firm is well into their work and will be coming forward to brief Council sometime in October. ICA Koch said that there are currently 22 volunteers serving the emergency services department. He said that we have made some significant improvements in not only the operation but also in the volunteers themselves. Mayor Masters asked if Megan Webb would like to share her perspective. She said that things are moving very well. She said we have not had this many volunteers in years. She said that the relationship and communication between the council and volunteers is excellent and a key to moving forward in the right direction.

ICA Koch said we are getting very close to resolving the communication tower issue. He said the county Sheriff is in favor of the proposal submitted by Cascade Locks. He said he expects this issue to be fully resolved and the county matching funds to be received by Cascade Locks soon. Mayor Masters said that he would like to

commend all staff involved in the project. He said he feels that staff has not been given enough credit for the work on this project.

ICA Koch said CR Woosley is beginning the work on the collecting cost and timing information on the objective of codifying City policies and ordinances. He said that will probably start some time later this budget year. ICA Koch said that he is working on planning a sailing symposium. He said a meeting has been scheduled for October 22nd with CGRA to further the planning.

CM Lewis asked about the issue with the Tourism budget. ICA Koch said the projected balance carried forward was not \$40,000, it was more in the neighborhood of \$15,000. He said that Marianne is working on identifying where those dollars went and will bring the findings to Council as soon as they are available.

8. Mayor and City Council Comments: CM Helfrich said that he would like to thank ICA Koch for establishing the relationship with the City of Heppner to allow him to attend the previous Council meeting via telephone. He said he would also like to extend his gratitude to staff and the volunteers for everything they do to make the City run smoothly.

CM Lorang said that the City Surplus sale was a great event and he was glad to get rid of some of the City's stuff. He said he would like to thank Jesse Matheny and Megan Webb for being instrumental in the organization of the sale, as well as Marianne and Kathy for working and managing the sale. CM Lorang asked if there was a final dollar figure yet. ICA Koch said he had not seen one yet but he would work on that.

CM Lewis asked if someone had purchased the trailer behind the old fire hall. ICA Koch said a local contractor had purchased it.

CM Storm thanked the Lions for the donations tonight and all the work that they do for the town. He said he attended the unveiling of the cougar in the marine park and would like to thank all of the people involved.

Mayor Masters said he would like to echo those comments by CM Storm. He said he is very grateful for the Lion's service over the years. He said that he had the opportunity to attend the 75th anniversary of Bonneville Dam. He said he would like to use some of their ideas to celebrate our community. He said he appreciates Council's support for the CGRA proclamation and he would also like to suggest that the Council write another proclamation recognizing the volunteers who have helped to rebuild the emergency services department. He said he would be happy to draft that. He said he is looking forward to the joint Council meeting with our neighbors across the river and building the new partnership with them and the Gorge Commission.

9. Other matters: None.

10. Executive Session as may be required: None.

11. Adjournment: Motion: CM Lewis moved, seconded by CM Helfrich, to adjourn. The motion was passed unanimously by CM's Cramblett, Holmstrom, Lewis, Lorang, Storm, and Mayor Masters. The meeting was adjourned at 9:15 PM.

Prepared by
Megan Webb, Deputy City Recorder

APPROVED:

Lance Masters, Mayor

Mayor Masters opened the meeting at 5:02 PM. CM's Cramblett, Holmstrom, Lewis, Lorang, Storm, and Mayor Masters were present. CM Helfrich was excused. Also present were ICA Koch, City Attorney Ruben Cleaveland, City Recorder Kathy Woosley, Finance Officer Marianne Bump, Megan Webb, Jessie Metheny, Craig Martin, Dennis Muilenburg, Zach Pardue, Travis Pardue, Jessica Bennett, Bryce Glovatsky, Sharon Gilcrist, Mike Spears, John Johnson, Bruce and Virginia Fitzpatrick, Ken Hutton, Rob Brostoff, Gyda Haight, Don Sullenger, Cindilee Baseman, and Arni Kononen.

1. Action to Approve Position of Station Captain and Set Salary Range: ICA Koch gave a brief staff report and stated in order to move forward the Council would have to approve job descriptions for both positions with salary ranges. He read the job description for Station Captain.

Mr. Martin said he was concerned with the amount of responsibility and asked if the City would be retaining Chief Wells as an advisor. He said the salary ranged seemed low with no plan for progressing higher. Mayor Masters said the City entered into an agreement with the City of Hood River to keep FC Wells through the end of the year. He said he understood that staff reviewed salaries from other organizations.

Mr. Johnson said his concern was the potential conflict with an EMT-B being the head of the department and over the Paramedic. He said Council should consider splitting the duties between the Station Captain and the Paramedic. There was discussion about the EMT-B certification being required or preferred. ICA Koch said there is nothing until the Council approves the positions. He explained when the employees are hired he and FC Wells will determine the work plan.

Mr. Muilenburg questioned an EMT-B being able to transport. Mrs. Webb stated that Cascade Locks is classified as rural and can transport with an EMT-B.

Mayor Masters suggested the job description say that EMT certification is preferred. CM Holmstrom said revenue would be impacted if not requiring the EMT certification. Mr. Metheny said an EMT-B could cover the calls when the Paramedic is off. Mr. Travis Pardue said the City could require the employee to obtain certification in a period of time.

CM Lewis said revenue is not his primary intent but to put a solid structure in place. He said Cascade Locks needs independence from Hood River. He said we need to continue to build this Department. Mayor Masters said providing a service level and revenue are linked. CM Lorang said the City needs to maximize potential.

Motion: CM Lorang moved, seconded by CM Storm, to approve the position of Station Captain with proposed salary range.

CM Cramblett said he could not support this due to how the money has been raised to pay for the positions. He said the citizens should have had a choice to agree to this. Mayor Masters said nothing has been done against the Charter and two initiatives will be on the ballot for citizens to support or not support.

The motion was passed with CM's Holmstrom, Lewis, Lorang, Storm, and Mayor Masters voting in favor. CM Cramblett opposed.

2. Action to Approve Position of Paramedic and Set Salary Range: ICA Koch read the job description for the position of Firefighter/Paramedic and stated the salary range.

Mr. Johnson said Oregon and Washington Paramedic certifications are not interchangeable and suggested that Washington be deleted in the job description. He said that a three year driving record is required in

Oregon before driving an emergency vehicle. He said the salary range is low in comparison to Clackamas County and the Portland area.

Mr. Metheny asked if the budget considers generated revenue. Mayor Masters said this was budgeted conservatively. FO Bump explained the budget and variable expenditures for PERS and insurance benefits for new hires. Mayor Masters explained that hiring would be at the lower end but if successful and revenue is generated there could be a reassessment. He said Council has created a two year plan to try to get the Department on a sustainable track.

Mr. Metheny suggested the salary ranges be closer together for the Station Captain and the Paramedic.

Ms. Gilcrist asked if consideration could be given to an EMT-I instead of requiring an EMT-P.

Mayor Masters listed possible changes to the job description for the position of Firefighter/Paramedic as deleting the Washington certification requirement, requirement of EMT-I instead of EMT-P, and include a provision for providing a three year driving record.

Motion: CM Lewis moved, seconded by CM Holmstrom, to approve the Paramedic position and salary range with the above listed changes. The motion was passed with CM's Holmstrom, Lewis, Lorang, Storm, and Mayor Masters voting in favor. CM Cramblett opposed.

Council discussed temporarily filling the positions by transferring employees and advertising for permanent employees.

Motion: CM Lewis moved, seconded by CM Lorang, to proceed to immediately fill the Station Captain position on a temporary basis. Mayor Masters said he would like each qualified volunteer be contacted to apply for this position. CM Holmstrom said he would like the position to be quickly advertised and filled with a permanent employee.

The motion passed with CM's Lewis, Lorang, Storm, and Mayor Masters voting in favor. CM's Cramblett and Holmstrom opposed.

Motion: CM Lewis moved, seconded by CM Lorang, to fill the position of Paramedic immediately on a temporary basis. The motion was passed with CM's Lewis, Lorang, Storm, and Mayor Masters voting in favor. CM's Cramblett and Holmstrom opposed.

3. Adjournment. CM Lewis moved, seconded by CM Lorang, to adjourn. The motion was passed unanimously by CM's Cramblett, Holmstrom, Lewis, Lorang, Storm, and Mayor Masters. The meeting was adjourned at 6:33 PM.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

Lance Masters, Mayor

BLANKET VOUCHER APPROVAL

PAGE NO. 1

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DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

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DATE:	DESCRIPTION:	AMOUNT:
9/21/2012	Gross Payroll	\$ 30,981.42
9/30/2012	Mid Month AP Check Run	\$ 140,286.44

GRAND TOTAL \$ 171,267.86

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APPROVAL:

Mayor

Report Criteria:
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
2805	09/12	09/14/2012	20	15593	ADDYLAB	Water Sample Testing	2140562150	1,535.00
Total 2805:								1,535.00
2806	09/12	09/14/2012	40	101191614	AIRGAS	Cylinder Rental	0540562351	15.75
Total 2806:								15.75
2807	09/12	09/14/2012	6792	1769686	Arbon Equipment Corporation	Door Repair	0540562440	531.62
Total 2807:								531.62
2808	09/12	09/14/2012	180	083112	ASIFLEX	Admin Fees	5140562110	3.75
Total 2808:								3.75
2809	09/12	09/14/2012	370	27061	BIO-MED TESTING SERVICE	Drug Testing	0540562063	80.00
2809	09/12	09/14/2012	370	27061	BIO-MED TESTING SERVICE	Drug Testing	5140562063	104.00
Total 2809:								184.00
2810	09/12	09/14/2012	380	20141	BISHOP SANITATION, INC.	Rental	0140962023	50.00
2810	09/12	09/14/2012	380	20343	BISHOP SANITATION, INC.	Rental	0140962023	17.74
Total 2810:								67.74
2811	09/12	09/14/2012	460	4550	BROWN & KY SAR, INC	Rate Study Services thru 8/20/12	5140562190	13,410.97
2811	09/12	09/14/2012	460	4582	BROWN & KY SAR, INC	General Consulting	5140562190	351.25
Total 2811:								13,762.22
2812	09/12	09/14/2012	590	1194120-IN	CARSON OIL COMPANY	Bio Diesel for Generator	3140562530	57.08
2812	09/12	09/14/2012	590	1194121-IN	CARSON OIL COMPANY	Bio Diesel for Generator	3140562530	222.95
Total 2812:								280.03
2813	09/12	09/14/2012	670	09/12 SSS	CASCADE LOCKS LIGHT CO.	Senior Sewer Subsidy	0140862025	204.30

Check Issue Dates: 9/1/2012 - 9/30/2012

Sep 27, 2012 03:56PM

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
2813	09/12	09/14/2012	670	9/12 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0140162551	69.21
2813	09/12	09/14/2012	670	9/12 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0140462551	334.88
2813	09/12	09/14/2012	670	9/12 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0540562439	517.89
2813	09/12	09/14/2012	670	9/12 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	0840562071	28.80
2813	09/12	09/14/2012	670	9/12 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	1740562551	21.30
2813	09/12	09/14/2012	670	9/12 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	2140562070	2,235.09
2813	09/12	09/14/2012	670	9/12 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	2142162071	83.55
2813	09/12	09/14/2012	670	9/12 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	3140562070	1,954.90
2813	09/12	09/14/2012	670	9/12 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	4142162071	130.04
2813	09/12	09/14/2012	670	9/12 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	5140562800	21.30
2813	09/12	09/14/2012	670	9/12 UBS	CASCADE LOCKS LIGHT CO.	City Utilities	5142162071	125.33
2813	09/12	09/14/2012	670	CL-329	CASCADE LOCKS LIGHT CO.	601305402DAW	5140562138	150.00
Total 2813: 5,876.59								
2814	09/12	09/14/2012	730	107248	CASE POWER AND EQUIPMENT, LLC	Knife	5140562770	161.32
2814	09/12	09/14/2012	730	107248	CASE POWER AND EQUIPMENT, LLC	Knife	5140662770	161.31
Total 2814: 322.63								
2815	09/12	09/14/2012	740	44568	CASELLE, INC.	October Support	0140162082	129.13
2815	09/12	09/14/2012	740	44568	CASELLE, INC.	October Support	0340562082	32.00
2815	09/12	09/14/2012	740	44568	CASELLE, INC.	October Support	0540562082	27.26
2815	09/12	09/14/2012	740	44568	CASELLE, INC.	October Support	2140562082	231.08
2815	09/12	09/14/2012	740	44568	CASELLE, INC.	October Support	3140562082	205.01
2815	09/12	09/14/2012	740	44568	CASELLE, INC.	October Support	4140562082	59.25
2815	09/12	09/14/2012	740	44568	CASELLE, INC.	October Support	4140662082	32.00
2815	09/12	09/14/2012	740	44568	CASELLE, INC.	October Support	5140562082	404.09
2815	09/12	09/14/2012	740	44568	CASELLE, INC.	October Support	5140662082	65.18
Total 2815: 1,185.00								
2816	09/12	09/14/2012	810	320514	CESSCO, INC	Asphalt Blades	5140562780	306.00
Total 2816: 306.00								
2817	09/12	09/14/2012	940	091212	CITY OF SPRINGFIELD	Ambulance Billing Service	0540562111	304.00
Total 2817: 304.00								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
2818	09/12	09/14/2012	1120	A16033	COLUMBIA HARDWARE, LLC	Grass Seed	0140462520	59.75
2818	09/12	09/14/2012	1120	A16033	COLUMBIA HARDWARE, LLC	Misc Inventory	2140562560	65.05
2818	09/12	09/14/2012	1120	A16034	COLUMBIA HARDWARE, LLC	Credit	2140562560	3.70-
2818	09/12	09/14/2012	1120	A17374	COLUMBIA HARDWARE, LLC	Mortar	2140562560	16.47
2818	09/12	09/14/2012	1120	A17375	COLUMBIA HARDWARE, LLC	Keytags	2140562560	16.40
2818	09/12	09/14/2012	1120	A17646	COLUMBIA HARDWARE, LLC	Brick and Mortar	5140562900	19.59
2818	09/12	09/14/2012	1120	A17654	COLUMBIA HARDWARE, LLC	Brick Trowel	5140662770	7.75
2818	09/12	09/14/2012	1120	B19014	COLUMBIA HARDWARE, LLC	Key, expand foam	2140562560	21.95
2818	09/12	09/14/2012	1120	B19490	COLUMBIA HARDWARE, LLC	Key, tumbler	2140562560	17.47
2818	09/12	09/14/2012	1120	B20186	COLUMBIA HARDWARE, LLC	Tools	2140562560	35.86
2818	09/12	09/14/2012	1120	B21464	COLUMBIA HARDWARE, LLC	Roofing Nails	5140562770	3.89
2818	09/12	09/14/2012	1120	B21500	COLUMBIA HARDWARE, LLC	Silicone	5140562770	5.99
2818	09/12	09/14/2012	1120	B21537	COLUMBIA HARDWARE, LLC	Misc	5140562900	8.78
2818	09/12	09/14/2012	1120	B21642	COLUMBIA HARDWARE, LLC	Hose	5140562770	159.95
2818	09/12	09/14/2012	1120	B21682	COLUMBIA HARDWARE, LLC	Grass Seed	2140562560	15.99
2818	09/12	09/14/2012	1120	B21771	COLUMBIA HARDWARE, LLC	Paint	5140562770	34.49
Total 2818:								485.68
2819	09/12	09/14/2012	1420	1703	DENNIS V. SNYDER JR. CONTRACTO	Assist in Water Leak Repair	2140562110	332.50
2819	09/12	09/14/2012	1420	1705	DENNIS V. SNYDER JR. CONTRACTO	Haul Contaminated Asphalt	5140562110	616.25
Total 2819:								948.75
2820	09/12	09/14/2012	6793	30659	Donaldson & Landry	Cylinder Repair	5140562201	567.00
2820	09/12	09/14/2012	6793	30696	Donaldson & Landry	3.5" Bore	5140662201	531.00
Total 2820:								1,098.00
2821	09/12	09/14/2012	1670	2012-1706	EMERGENCY REPORTING	Quarterly Invoice	0540562113	567.00
Total 2821:								567.00
2822	09/12	09/14/2012	2020	1169415	GENERAL PACIFIC INC.	Grip Guy Dead End	5140562770	130.00
2822	09/12	09/14/2012	2020	1169855	GENERAL PACIFIC INC.	Meter Ring w/Lever	5140562750	162.50
Total 2822:								292.50
2823	09/12	09/14/2012	2080	1.4117808	GLOBALSTAR	Sat Phone	0540562050	59.03

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Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 2823:								
2824	09/12	09/14/2012	2130	255054	Gorge Security Shred	Shredding	0140162110	59.03
2824	09/12	09/14/2012	2130	255054	Gorge Security Shred	Shredding	0542162110	13.65
2824	09/12	09/14/2012	2130	255054	Gorge Security Shred	Shredding	2142162110	.81
2824	09/12	09/14/2012	2130	255054	Gorge Security Shred	Shredding	3142162110	3.21
2824	09/12	09/14/2012	2130	255054	Gorge Security Shred	Shredding	4142162110	3.75
2824	09/12	09/14/2012	2130	255054	Gorge Security Shred	Shredding	5142162110	.43
2824	09/12	09/14/2012	2130	255054	Gorge Security Shred	Shredding		28.15
Total 2824:								
2825	09/12	09/14/2012	4910	100858101D	Grant Hou	Refund Deposit	5121130	50.00
Total 2825:								
2826	09/12	09/14/2012	2320	5346190	HD Supply Waterworks, LTD.	repair bands etc	2140562560	268.54
2826	09/12	09/14/2012	2320	5399041	HD Supply Waterworks, LTD.	Pipe, fittings	2140562560	214.23
Total 2826:								
2827	09/12	09/14/2012	2420	6346-02	HOOD RIVER CO. - FINANCE	August Deputy Service	0141962250	387.05
Total 2827:								
2828	09/12	09/14/2012	2530	7211579	HOOD RIVER GARBAGE SVC.	Add yardage	0640562439	601.28
2828	09/12	09/14/2012	2530	7244617	HOOD RIVER GARBAGE SVC.	20 Yard Drop Box	5140562780	7,261.00
Total 2828:								
2829	09/12	09/14/2012	2580	14326	HOOD RIVER SAND & GRAVEL	Gravel	2140562560	46.05
Total 2829:								
2830	09/12	09/14/2012	2680	083012	HUPP JR., TRACY N.	Reimburse Mileage	5140562020	570.36
Total 2830:								
2831	09/12	09/14/2012	6778	8496	J. Gately, Inc.	Chlorine	2140562650	616.41
Total 2831:								
								219.96
								219.96
								47.18
								47.18
								328.50

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Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 2831:								328.50
2832	09/12	09/14/2012	2970	090812	Koch Consulting, INC.	Interim CA Services	0140162093	100.16
2832	09/12	09/14/2012	2970	090812	Koch Consulting, INC.	Interim CA Services	0140262093	30.93
2832	09/12	09/14/2012	2970	090812	Koch Consulting, INC.	Interim CA Services	0340562093	30.93
2832	09/12	09/14/2012	2970	090812	Koch Consulting, INC.	Interim CA Services	0542162093	29.08
2832	09/12	09/14/2012	2970	090812	Koch Consulting, INC.	Interim CA Services	2142162093	73.99
2832	09/12	09/14/2012	2970	090812	Koch Consulting, INC.	Interim CA Services	3142162093	74.18
2832	09/12	09/14/2012	2970	090812	Koch Consulting, INC.	Interim CA Services	4142162093	51.23
2832	09/12	09/14/2012	2970	090812	Koch Consulting, INC.	Interim CA Services	5142162093	228.18
2832	09/12	09/14/2012	2970	091512	Koch Consulting, INC.	Interim CA Services	0140162093	404.75
2832	09/12	09/14/2012	2970	091512	Koch Consulting, INC.	Interim CA Services	0140262093	125.00
2832	09/12	09/14/2012	2970	091512	Koch Consulting, INC.	Interim CA Services	0340562093	125.00
2832	09/12	09/14/2012	2970	091512	Koch Consulting, INC.	Interim CA Services	0542162093	117.50
2832	09/12	09/14/2012	2970	091512	Koch Consulting, INC.	Interim CA Services	2142162093	299.00
2832	09/12	09/14/2012	2970	091512	Koch Consulting, INC.	Interim CA Services	3142162093	299.75
2832	09/12	09/14/2012	2970	091512	Koch Consulting, INC.	Interim CA Services	4142162093	207.00
2832	09/12	09/14/2012	2970	091512	Koch Consulting, INC.	Interim CA Services	5142162093	922.00
Total 2832:								3,118.68
2833	09/12	09/14/2012	3100	8411683	LIFETIME	228 Subs	4140562740	136.80
Total 2833:								136.80
2834	09/12	09/14/2012	3110	8631	LOCAL GOVERNMENT	Membership	0140162030	169.93
2834	09/12	09/14/2012	3110	8631	LOCAL GOVERNMENT	Membership	0140262030	158.71
2834	09/12	09/14/2012	3110	8631	LOCAL GOVERNMENT	Membership	2142162030	45.61
2834	09/12	09/14/2012	3110	8631	LOCAL GOVERNMENT	Membership	3142162030	39.72
2834	09/12	09/14/2012	3110	8631	LOCAL GOVERNMENT	Membership	4142162030	17.05
2834	09/12	09/14/2012	3110	8631	LOCAL GOVERNMENT	Membership	5142162030	129.98
Total 2834:								561.00
2835	09/12	09/14/2012	3490	96-01-01 9/1	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562711	1,183.24
2835	09/12	09/14/2012	3490	96-01-01 9/1	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562712	335.44
2835	09/12	09/14/2012	3490	96-01-02 9/1	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562711	956.93
2835	09/12	09/14/2012	3490	96-01-02 9/1	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562712	308.63

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 2835:								
2836	09/12	09/14/2012	3820	10106356	Norco, INC	Finance Charge	0540562351	4.40
2836	09/12	09/14/2012	3820	10249665	Norco, INC	oxygen	0540562351	46.50
Total 2836:								
2837	09/12	09/14/2012	4020	ME109300	ODOT-FUEL SALES	Fuel	0140462630	106.76
2837	09/12	09/14/2012	4020	ME109300	ODOT-FUEL SALES	Fuel	0540562420	397.73
2837	09/12	09/14/2012	4020	ME109300	ODOT-FUEL SALES	Fuel	2140562530	255.23
2837	09/12	09/14/2012	4020	ME109300	ODOT-FUEL SALES	Fuel	5140562200	535.35
2837	09/12	09/14/2012	4020	ME109300	ODOT-FUEL SALES	Fuel	5140662200	535.34
Total 2837:								
2838	09/12	09/14/2012	4070	2080328	ONE CALL CONCEPTS, INC.	locate services	5140562110	13.65
Total 2838:								
2839	09/12	09/14/2012	4090	54314	OPERATIONS MANAGEMENT INTERN	July 2012 Services	3140562700	6,955.92
Total 2839:								
2840	09/12	09/14/2012	4200	AR130672	OREGON DEPT. OF ENERGY	Energy Supplier Assessment	5140562870	672.00
2840	09/12	09/14/2012	4200	AR130672	OREGON DEPT. OF ENERGY	Energy Supplier Assessment	5140662870	448.00
Total 2840:								
2841	09/12	09/14/2012	6769	08-29-637	PARC Resources, LLC	Meetings	0140262075	1,120.00
Total 2841:								
2842	09/12	09/14/2012	4620	9963274-SP	PITNEY BOWES - RENTAL	Rental	0140162120	32.83
2842	09/12	09/14/2012	4620	9963274-SP	PITNEY BOWES - RENTAL	Rental	0540562120	19.54
2842	09/12	09/14/2012	4620	9963274-SP	PITNEY BOWES - RENTAL	Rental	2142162120	19.54
2842	09/12	09/14/2012	4620	9963274-SP	PITNEY BOWES - RENTAL	Rental	3142162120	15.63
2842	09/12	09/14/2012	4620	9963274-SP	PITNEY BOWES - RENTAL	Rental	4142162121	17.19
2842	09/12	09/14/2012	4620	9963274-SP	PITNEY BOWES - RENTAL	Rental	5142162121	42.99

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 2842:								
2843	09/12	09/14/2012	5040	143	ROCKRANCH ENTERPRISES	Contract PW Super	0140262080	147.72
2843	09/12	09/14/2012	5040	143	ROCKRANCH ENTERPRISES	Contract PW Super	0140462080	24.80
2843	09/12	09/14/2012	5040	143	ROCKRANCH ENTERPRISES	Contract PW Super	0340562080	322.40
2843	09/12	09/14/2012	5040	143	ROCKRANCH ENTERPRISES	Contract PW Super	2140562080	570.40
2843	09/12	09/14/2012	5040	143	ROCKRANCH ENTERPRISES	Contract PW Super	3140562080	917.60
Total 2843:								
2844	09/12	09/14/2012	5160	69781	SAWTOOTH TECHNOLOGIES, LLC	Internet Service	4140662050	2,480.00
Total 2844:								
2845	09/12	09/14/2012	5280	2012-264IN	SHRED THREADS	Shirts	0540562029	802.00
Total 2845:								
2846	09/12	09/14/2012	5510	8022961815	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140162010	587.70
2846	09/12	09/14/2012	5510	8022961815	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140262010	40.95
2846	09/12	09/14/2012	5510	8022961815	STAPLES CONTRACT & COMMERCIA	Office Supplies	2142162010	5.17
2846	09/12	09/14/2012	5510	8022961815	STAPLES CONTRACT & COMMERCIA	Office Supplies	3142162010	14.94
2846	09/12	09/14/2012	5510	8022961815	STAPLES CONTRACT & COMMERCIA	Office Supplies	4142162010	13.36
2846	09/12	09/14/2012	5510	8022961815	STAPLES CONTRACT & COMMERCIA	Office Supplies	5142162010	4.45
Total 2846:								
2847	09/12	09/14/2012	5550	GE 107684	STATE OF OREGON GOVERNMENT	Annual Billing	0140162030	143.70
2847	09/12	09/14/2012	5550	GE 107684	STATE OF OREGON GOVERNMENT	Annual Billing	0140262030	98.49
2847	09/12	09/14/2012	5550	GE 107684	STATE OF OREGON GOVERNMENT	Annual Billing	2142162030	92.00
2847	09/12	09/14/2012	5550	GE 107684	STATE OF OREGON GOVERNMENT	Annual Billing	3142162030	26.44
2847	09/12	09/14/2012	5550	GE 107684	STATE OF OREGON GOVERNMENT	Annual Billing	4142162030	23.02
2847	09/12	09/14/2012	5550	GE 107684	STATE OF OREGON GOVERNMENT	Annual Billing	5142162030	9.89
Total 2847:								
2848	09/12	09/14/2012	5660	9704	TANNINEN REPAIR SERVICE LLC	Repair Eng 93, 94 and Medic 91	0540562441	325.19
Total 2848:								
								811.39

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 2848:								
2849	09/12	09/14/2012	6230	BD G066910	USDA FOREST SERVICE	Unused Grant Funds	0722011	200.50
Total 2849:								
2850	09/12	09/14/2012	4910	300167616D	Virginia Norconk	Refund Deposit	5121130	105.48
Total 2850:								
2851	09/12	09/14/2012	6730	820121980	ZCORUM INC.	Internet	4140662730	964.50
Total 2851:								
2858	09/12	09/28/2012	310	449-1041	Belo Management Services Inc.	Programming	4140562740	79.80
Total 2858:								
2859	09/12	09/28/2012	790	313230273 9	CENTURYLINK	Fire Department Phones	0540562050	117.59
2859	09/12	09/28/2012	790	313401451 9	CENTURYLINK	Sewer	3140562050	108.00
2859	09/12	09/28/2012	790	313470082 9	CENTURYLINK	City Hall Phones	0140162050	124.65
2859	09/12	09/28/2012	790	313470082 9	CENTURYLINK	City Hall Phones	2142162050	166.60
2859	09/12	09/28/2012	790	313470082 9	CENTURYLINK	City Hall Phones	3142162050	91.57
2859	09/12	09/28/2012	790	313470082 9	CENTURYLINK	City Hall Phones	4142162050	66.76
2859	09/12	09/28/2012	790	313470082 9	CENTURYLINK	City Hall Phones	5142162050	141.19
2859	09/12	09/28/2012	790	313785538 9	CENTURYLINK	Sewer	2140562050	229.27
2859	09/12	09/28/2012	790	313891134 9	CENTURYLINK	Emergency After Hours	5140562050	32.81
2859	09/12	09/28/2012	790	313891134 9	CENTURYLINK	Emergency After Hours	5140662050	32.80
2859	09/12	09/28/2012	790	314228414 9	CENTURYLINK	Lift Station	3140562050	36.06
Total 2859:								
2860	09/12	09/28/2012	800	320153997 9	CENTURYLINK COMMUNICATIONS, IN	Business Anytime	2140562050	13.65
Total 2860:								
2861	09/12	09/28/2012	6797	092412	CRGVA Foundation	Tourism Summit Registration	0840562020	50.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 2861:								
2862	09/12	09/28/2012	1290	17636	CRUISE MASTER PRISMS, INC	Nametags/Plates	0540562350	50.00
Total 2862:								
2863	09/12	09/28/2012	1360	092112	DAVID R. CUNNINGHAM	misc Audio supplies	0140162010	35.25
2863	09/12	09/28/2012	1360	129317	DAVID R. CUNNINGHAM	City Network Repair/Maint	0140162082	114.00
2863	09/12	09/28/2012	1360	129317	DAVID R. CUNNINGHAM	City Network Repair/Maint	0340562082	28.00
2863	09/12	09/28/2012	1360	129317	DAVID R. CUNNINGHAM	City Network Repair/Maint	0540562082	24.00
2863	09/12	09/28/2012	1360	129317	DAVID R. CUNNINGHAM	City Network Repair/Maint	2140562082	205.00
2863	09/12	09/28/2012	1360	129317	DAVID R. CUNNINGHAM	City Network Repair/Maint	3140562082	182.00
2863	09/12	09/28/2012	1360	129317	DAVID R. CUNNINGHAM	City Network Repair/Maint	4140562082	53.00
2863	09/12	09/28/2012	1360	129317	DAVID R. CUNNINGHAM	City Network Repair/Maint	4140562082	28.00
2863	09/12	09/28/2012	1360	129317	DAVID R. CUNNINGHAM	City Network Repair/Maint	5140562082	358.00
2863	09/12	09/28/2012	1360	129317	DAVID R. CUNNINGHAM	City Network Repair/Maint	5140662082	58.00
2863	09/12	09/28/2012	1360	129318	DAVID R. CUNNINGHAM	Troubleshoot Modem	4140662570	90.00
2863	09/12	09/28/2012	1360	129331	DAVID R. CUNNINGHAM	FD System Upgrade	0540562082	600.00
2863	09/12	09/28/2012	1360	129332	DAVID R. CUNNINGHAM	City Network Repair/Maint	0140162082	92.00
2863	09/12	09/28/2012	1360	129332	DAVID R. CUNNINGHAM	City Network Repair/Maint	0340562082	23.00
2863	09/12	09/28/2012	1360	129332	DAVID R. CUNNINGHAM	City Network Repair/Maint	0540562082	20.00
2863	09/12	09/28/2012	1360	129332	DAVID R. CUNNINGHAM	City Network Repair/Maint	2140562082	167.00
2863	09/12	09/28/2012	1360	129332	DAVID R. CUNNINGHAM	City Network Repair/Maint	3140562082	148.00
2863	09/12	09/28/2012	1360	129332	DAVID R. CUNNINGHAM	City Network Repair/Maint	4140562082	43.00
2863	09/12	09/28/2012	1360	129332	DAVID R. CUNNINGHAM	City Network Repair/Maint	4140662082	23.00
2863	09/12	09/28/2012	1360	129332	DAVID R. CUNNINGHAM	City Network Repair/Maint	5140562082	292.00
2863	09/12	09/28/2012	1360	129332	DAVID R. CUNNINGHAM	City Network Repair/Maint	5140662082	47.00
2863	09/12	09/28/2012	1360	129333	DAVID R. CUNNINGHAM	Broadband	4140662570	120.00
2863	09/12	09/28/2012	1360	129333	DAVID R. CUNNINGHAM	Broadband	5140562082	225.00
Total 2863:								
2864	09/12	09/28/2012	1370	132711-00	DAY WIRELESS SYSTEMS	Antennas	0540562442	65.50
Total 2864:								
2865	09/12	09/28/2012	1530	8255-9217 9/	DISH NETWORK	Programming	4140562740	400.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 2865:								
2866	09/12	09/28/2012	6796	00444	Emergency Services Training Center	Grant Writing Fee	0540562110	400.00
Total 2866:								
2867	09/12	09/28/2012	6795	0327332	Ferguson	Adapter	2140562560	95.00
2867	09/12	09/28/2012	6795	0327793	Ferguson	Meter Repair Materials	2140562560	511.90
Total 2867:								
2868	09/12	09/28/2012	1910	2012-3	FIRST RESPONSE CONNECTIONS	First Aid/CPR/AED Class	2140562020	75.00
2868	09/12	09/28/2012	1910	2012-3	FIRST RESPONSE CONNECTIONS	First Aid/CPR/AED Class	3140562020	75.00
2868	09/12	09/28/2012	1910	2012-3	FIRST RESPONSE CONNECTIONS	First Aid/CPR/AED Class	5140562020	150.00
Total 2868:								
2869	09/12	09/28/2012	1930	1071-1016	FISHER COMMUNICATIONS INC	Programming	4140562740	148.20
Total 2869:								
2870	09/12	09/28/2012	2020	1170164	GENERAL PACIFIC INC.	Bolt Carriage	5140562770	167.50
2870	09/12	09/28/2012	2020	1170858	GENERAL PACIFIC INC.	Letters	5140562900	24.00
Total 2870:								
2871	09/12	09/28/2012	2060	013712	GLADE COMMUNICATION	shield, bag	4140562560	191.50
Total 2871:								
2872	09/12	09/28/2012	2320	5358895	HD Supply Waterworks, LTD.	repair bands etc	2140562560	221.59
2872	09/12	09/28/2012	2320	5377322	HD Supply Waterworks, LTD.	Pipe, fittings	2140562560	1,110.50
2872	09/12	09/28/2012	2320	5469490	HD Supply Waterworks, LTD.	repair bands etc	2140562560	2,295.85
Total 2872:								
2873	09/12	09/28/2012	2680	092112	HUPP JR., TRACY N.	Reimburse Mileage	5140562020	49.95

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 2873:								
2874	09/12	09/28/2012	2920	3408	Kinetic Media, Inc.	Quarterly Web Hosting	0840562071	49.95
Total 2874:								
2875	09/12	09/28/2012	2970	092812	Koch Consulting, INC.	Interim CA Services	0140162093	404.75
2875	09/12	09/28/2012	2970	092812	Koch Consulting, INC.	Interim CA Services	0140262093	125.00
2875	09/12	09/28/2012	2970	092812	Koch Consulting, INC.	Interim CA Services	0340562093	125.00
2875	09/12	09/28/2012	2970	092812	Koch Consulting, INC.	Interim CA Services	0542162093	117.50
2875	09/12	09/28/2012	2970	092812	Koch Consulting, INC.	Interim CA Services	2142162093	299.00
2875	09/12	09/28/2012	2970	092812	Koch Consulting, INC.	Interim CA Services	3142162093	299.75
2875	09/12	09/28/2012	2970	092812	Koch Consulting, INC.	Interim CA Services	4142162093	207.00
2875	09/12	09/28/2012	2970	092812	Koch Consulting, INC.	Interim CA Services	5142162093	922.00
Total 2875:								
2876	09/12	09/28/2012	6794	091812	Krista Larsen	Refund City Hall Rental Fee	0140162870	2,500.00
Total 2876:								
2877	09/12	09/28/2012	3160	092512	MARIANNE BUMP/PETTY CASH	Reimburse Petty Cash	0140462530	30.00
2877	09/12	09/28/2012	3160	092512	MARIANNE BUMP/PETTY CASH	Reimburse Petty Cash	0540562440	2.00
2877	09/12	09/28/2012	3160	092612	MARIANNE BUMP/PETTY CASH	Reimburse Petty Cash	0140462540	55.00
Total 2877:								
2878	09/12	09/28/2012	4910	200099116D	Michael Wagner	Refund Deposit	5121130	17.40
Total 2878:								
2879	09/12	09/28/2012	6787	22237 4/02/2	NorthShore Medical Group	CDL Exam	5140562110	194.44
2879	09/12	09/28/2012	6787	22237 4/02/2	NorthShore Medical Group	CDL Exam	5140662110	89.00
Total 2879:								
2880	09/12	09/28/2012	4020	ME109501	ODOT-FUEL SALES	Fuel	0140162020	89.00
2880	09/12	09/28/2012	4020	ME109501	ODOT-FUEL SALES	Fuel	0140462530	2.00
2880	09/12	09/28/2012	4020	ME109501	ODOT-FUEL SALES	Fuel	0540562420	110.49
Total 2880:								
Total 2880:								
Total 2880:								

Check Issue Dates: 9/1/2012 - 9/30/2012

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Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
2880	09/12	09/28/2012	4020	ME109501	ODOT-FUEL SALES	Fuel	2140562530	410.41
2880	09/12	09/28/2012	4020	ME109501	ODOT-FUEL SALES	Fuel	3140562530	459.05
2880	09/12	09/28/2012	4020	ME109501	ODOT-FUEL SALES	Fuel	5140562200	1,018.29
2880	09/12	09/28/2012	4020	ME109501	ODOT-FUEL SALES	Fuel	5140662200	1,018.29
Total 2880:								
2881	09/12	09/28/2012	4090	54910	OPERATIONS MANAGEMENT INTERN	October Services	3140562700	7,106.25
Total 2881:								
2882	09/12	09/28/2012	4610	413015298	PHYSIO-CONTROL, INC.	Heart Monitor Contract	0540562443	1,818.48
Total 2882:								
2883	09/12	09/28/2012	4640	8-3-833,4223	PITNEY BOWES INC	Postage	0140162055	60.00
2883	09/12	09/28/2012	4640	8-3-833,4223	PITNEY BOWES INC	Postage	0140262055	19.00
2883	09/12	09/28/2012	4640	8-3-833,4223	PITNEY BOWES INC	Postage	0542162055	7.00
2883	09/12	09/28/2012	4640	8-3-833,4223	PITNEY BOWES INC	Postage	2142162055	38.00
2883	09/12	09/28/2012	4640	8-3-833,4223	PITNEY BOWES INC	Postage	3142162055	32.00
2883	09/12	09/28/2012	4640	8-3-833,4223	PITNEY BOWES INC	Postage	4142162055	5.00
2883	09/12	09/28/2012	4640	8-3-833,4223	PITNEY BOWES INC	Postage	5142162055	89.00
Total 2883:								
2884	09/12	09/28/2012	6780	15463545	Ricoh Americas Corporation	Lease	0140162120	52.62
2884	09/12	09/28/2012	6780	15463545	Ricoh Americas Corporation	Lease	0540562120	31.33
2884	09/12	09/28/2012	6780	15463545	Ricoh Americas Corporation	Lease	2142162120	31.33
2884	09/12	09/28/2012	6780	15463545	Ricoh Americas Corporation	Lease	3142162120	25.05
2884	09/12	09/28/2012	6780	15463545	Ricoh Americas Corporation	Lease	4142162121	27.56
2884	09/12	09/28/2012	6780	15463545	Ricoh Americas Corporation	Lease	5142162121	68.91
Total 2884:								
2885	09/12	09/28/2012	5510	8023089668	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140162010	64.32
2885	09/12	09/28/2012	5510	8023089668	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140262010	8.13
2885	09/12	09/28/2012	5510	8023089668	STAPLES CONTRACT & COMMERCIA	Office Supplies	2142162010	23.47
2885	09/12	09/28/2012	5510	8023089668	STAPLES CONTRACT & COMMERCIA	Office Supplies	3142162010	20.99
2885	09/12	09/28/2012	5510	8023089668	STAPLES CONTRACT & COMMERCIA	Office Supplies	4142162010	7.00
2885	09/12	09/28/2012	5510	8023089668	STAPLES CONTRACT & COMMERCIA	Office Supplies	5142162010	101.79

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Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 2885:								
2886	09/12	09/28/2012	6110	9/12 UBS	U.S. POSTAL SERVICE	UB Postage	0542162055	225.70
2886	09/12	09/28/2012	6110	9/12 UBS	U.S. POSTAL SERVICE	UB Postage	2142162055	3.00
2886	09/12	09/28/2012	6110	9/12 UBS	U.S. POSTAL SERVICE	UB Postage	3142162055	26.00
2886	09/12	09/28/2012	6110	9/12 UBS	U.S. POSTAL SERVICE	UB Postage	4142162055	41.00
2886	09/12	09/28/2012	6110	9/12 UBS	U.S. POSTAL SERVICE	UB Postage	5142162055	15.00
2886	09/12	09/28/2012	6110	9/12 UBS	U.S. POSTAL SERVICE	UB Postage	5142162055	170.00
2886	09/12	09/28/2012	6110	9/12 UBS	U.S. POSTAL SERVICE	UB Postage	5142162055	.67
Total 2886:								
2887	09/12	09/28/2012	6210	767279	USA BLUEBOOK	Tests	2140562560	255.67
Total 2887:								
2888	09/12	09/28/2012	6420	091812CR	WEBB, MEGAN	Reimburse Mileage	0140162020	9.30
2888	09/12	09/28/2012	6420	091812CR	WEBB, MEGAN	Reimburse Mileage	2142162020	2.73
2888	09/12	09/28/2012	6420	091812CR	WEBB, MEGAN	Reimburse Mileage	3142162020	1.93
2888	09/12	09/28/2012	6420	091812CR	WEBB, MEGAN	Reimburse Mileage	4142162020	.27
2888	09/12	09/28/2012	6420	091812CR	WEBB, MEGAN	Reimburse Mileage	5142162020	7.97
Total 2888:								
2889	09/12	09/28/2012	4910	200100504D	William & Shannon Rutherford	Refund Deposit	5121130	22.20
Total 2889:								
9151201	09/12	09/13/2012	440	AUG12-PWR	BPA	Power Bill	5140562820	32,159.00 M
9151201	09/12	09/13/2012	440	AUG12-PWR	BPA	Power Bill	5140662820	6,995.00 M
Total 9151201:								
9151202	09/12	09/13/2012	3650	12080216	NATIONAL CABLE TELEVISION COOP.	Programming	4140562740	39,154.00
Total 9151202:								
9151203	09/12	09/13/2012	6090	2974 8/12	U S BANK CC	OMFOA	0140162030	4,167.28
9151203	09/12	09/13/2012	6090	2974 8/12	U S BANK CC	OMFOA	0140262030	30.29 M
9151203	09/12	09/13/2012	6090	2974 8/12	U S BANK CC	Data Plan	0540562050	28.29 M
								30.00 M

Check Issue Dates: 9/1/2012 - 9/30/2012

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Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
9151203	09/12	09/13/2012	6090	2974 8/12	U S BANK CC	OMFOA	2142162030	8.13 M
9151203	09/12	09/13/2012	6090	2974 8/12	U S BANK CC	OMFOA	3142162030	7.08 M
9151203	09/12	09/13/2012	6090	2974 8/12	U S BANK CC	OMFOA	4142162030	3.04 M
9151203	09/12	09/13/2012	6090	2974 8/12	U S BANK CC	Access	5142162010	112.47 M
9151203	09/12	09/13/2012	6090	2974 8/12	U S BANK CC	OMFOA	5142162030	23.17 M
Total 9151203:								
9151204	09/12	09/13/2012	6090	8827 8/12	U S BANK CC	Meals	5140562770	24.46 M
Total 9151204:								
9151205	09/12	09/13/2012	6090	2305 8/12	U S BANK CC	Supplies	0140462520	319.84 M
Total 9151205:								
9281201	09/12	09/28/2012	440	AUG12-TRN	BPA	Transmission Bill	5140562821	6,646.00 M
9281201	09/12	09/28/2012	440	AUG12-TRN	BPA	Transmission Bill	5140662821	1,446.00 M
Total 9281201:								
9281202	09/12	09/28/2012	6080	1-536-0206-1	U S BANK	Bank Fees	0140162110	65.48 M
9281202	09/12	09/28/2012	6080	1-536-0206-1	U S BANK	Bank Fees	0542162110	3.86 M
9281202	09/12	09/28/2012	6080	1-536-0206-1	U S BANK	Bank Fees	2142162110	15.38 M
9281202	09/12	09/28/2012	6080	1-536-0206-1	U S BANK	Bank Fees	3142162110	17.97 M
9281202	09/12	09/28/2012	6080	1-536-0206-1	U S BANK	Bank Fees	4142162110	2.06 M
9281202	09/12	09/28/2012	6080	1-536-0206-1	U S BANK	Bank Fees	5142162110	135.18 M
Total 9281202:								
Grand Totals:								239.93
								140,286.44

STAFF REPORT

Date Prepared: October 1, 2012

For City Council meeting on October 8, 2012

TO: Hon. Mayor and City Council

PREPARED BY: Paul Koch, Interim City Administrator



APPROVED BY: N/A

SUBJECT: Approving the development of a transition plan for the Electric Department and working with the Local Government Personnel Institute (LGPI)

SYNOPSIS: In the late summer of 2011, there was discussion about the impending employee retirements in the Electric Department and the need for the City to anticipate these changes and develop a transition plan. In September of 2011, the need for a transition plan was reported in the priority setting process with City Council. Later in the year, the newly seated City Council took those same priorities and grouped them setting them in priorities by group and specifics. The Proposed budget for 2012-13 identified the need for the transition plan and that also became an approved objective for the adopted 2012-13 budget.

City staff requested a couple of proposals and Local Government Personnel Institute (LGPI) responded. The City of Cascade Locks is a paid member of LGPI as are most other cities in the state. The LGPI proposal is attached to this staff report for City Council information. On September 24, the proposal was reviewed with City Council along with the projected cost and the idea of also looking at the possibility of combining both Public Works and Electric Departments in some sort of a streamlined management operation.

On September 24, City Council gave staff direction to return to the next City Council meeting to seek approval of the LGPI proposal in an amount not to exceed \$4,344.32.

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

OPTIONS: The following options are available to City Council at this time.

1. Take no action.
2. Approve the action as recommended in the Staff Report.
3. Postpone action to a later date.
4. Take other action as desired by City Council.

RECOMMENDATION: That City Council, by motion, approve the proposal from LGPI to assist with the development of a transition plan for the Electric Department and looking into the idea of combining both Electric and Public Works in some fashion to create better coordination, operating efficiencies and effectiveness. Approve the LGPI Transition Plan Proposal in an amount not to exceed \$4,400. and direct staff to proceed with the work.

Benefits of this recommendation: By approving this recommended action the City will be able to logically plan for retirements and replacements in the Electric Department over the next few years. This will also give City Council an opportunity look at operational changes that may lead to higher degrees of efficiency and cost savings. This effort will give City Council a plan so as to be able to deal with anticipated retirements over the next few years.

Legal Review: There is no legal review or comment required at this time.

Financial Review: The LGPI proposal will cost \$4,344.32. Funds to pay for this effort will come from the Electric Department Budget/Systems Evaluation Studies. There is \$40,000 in that line item.

BACKGROUND INFORMATION:

1. A copy of the proposal submitted by LGPI is attached for City Council information. The target dates identified in the original proposal **will be adjusted** to more accurately reflect the time between submittal and approval. The actual schedule will be worked out in consultation with LGPI.
2. It is anticipated that the work will be completed by the end of the year and in time to impact an anticipated retirement in early 2013.
3. There will be regular progress reports to City Council an staff during the project.

INTERIM CITY ADMINISTRATORS REPORT

October 8, 2012

Here is your status report of major activities and highlights within the City for your information.

1. Three City Effort: Following the October 2 meeting with the City Council members from Cascade Locks, Stevenson and North Bonneville, I will be setting up a meeting between the three City Administrators to begin putting together the “white paper” requested by the elected officials. I believe that meeting will occur later this month and we will try to get a report back to all City Council in early November. I thought the meeting went very well and brought out a lot of the questions and concerns that we will have to deal with to operate more effectively and efficiently. Feed back has been very positive and the Gorge Commission members who attended were very positive also. I think if the effort stays focused on better servicing people and looking for more effective and efficient ways of delivering services, it will be successful.

2. Emergency Services Department: Based on the decisions made by City Council at the October 1 special meeting, and direction received from Council, I will be making temporary appointments to the positions of Station Captain and Paramedic by weeks end (October 12). Those temporary positions have been communicated to all the volunteers so that everyone has a chance to be considered if they want it. Chief Wells and I will be managing the selection process for both temporary as well as full time hires for these positions.

The formal hiring process will be handled on a priority basis and I plan to be in front of City Council by November 12 with recommendations for permanent hires.

As soon as we get through this effort I will be coming to City Council recommending that you make a \$3,000 donation to the Volunteer Association so that they can set up and operate a stipend program that would support and enhance the full time staff capability. The funds are approved in the 2012-13 budget, but they are listed as a “contract” I want you to consider changing that.

3. City Administrator Recruitment and Selection: At this moment, we have all four of the finalists set to come to town on October 26-27. (The original target dates were October 16-17) The plan, as approved by City Council, will be for the community “meet and greet” to be held Friday night October 26. Then, Saturday October 27, the finalists will be interviewed by three or four different panels. The panels will report to City Council at the end of the day with their observations and feelings.

I have requests out for some neighboring CA’s to participate and help you. I also sent invitations out to those who are running for City Council positions to participate as identified in the process outline.

I have started the formal background checks on each of the four finalists and will have that done by the 26th of October.

4. Electric Rate Study: The consultants will be in town on October 29 for the first of the informational coffees on this project. At 2:30, the Consultants will be meeting with staff to get an update on the project. Then at 5 PM at City Hall, we will have a community coffee and invite everyone in to learn about the project and ask questions. I hope that we will be able to televise the community coffee portion of the day. I would invite City Councilmember’s to participate so that you can stay up to date on this project. We will need to be careful that we do not let a quorum gather, but between the staff meeting in the afternoon and the coffee session I am sure we can accommodate the full Council. We will have the Consultants do a special report to City Council in November.

5. Development Review: I will be convening a meeting of staff and planning consultant along with Port staff to review and critique our development review process, the steps and timelines and what we hand out to possible developers. As we come to completion of the Fish Market project, it seems like this is a good time to revisit what we do and how we do it with an eye for making it as easy as possible for future applicants. I anticipate that the Port will be coming forward with more development proposals and it will serve the community best if we absolutely ensure we are ready and make it as easy as possible for developers to do business here.

I will also want to look at how we make this process easier and more efficient for staff also. We should anticipate that the Port will be highly

successful and effective in bringing new business to town and the City should help facilitate that.

6. Downtown Revitalization: The City has been approached by ODOT to consider a program to begin to make improvements to the downtown area. We are working with ODOT staff to put together a proposed grant for state assistance to begin carrying out the approved Downtown Plan. ODOT has prepared a very preliminary concept document that I have attached here for your information. The new effort by the state will provide for street paving, sidewalks, benches, trees and new street lights. Once the grant application is prepared I will bring it to City Council for authorization to proceed. Both RARE Participants are working on this along with ODOT. Because Rebecca will have to write grants as a part of her assignment with the City, it seems to make sense to have her get some experience with this project.

DATES TO REMEMBER:

- | | | |
|----------------------|-------------|--|
| October 9 | 9 AM | Gorge Commission at Port House 3 |
| October 11 | 7 PM | Planning Commission Meeting |
| October 16 | 7 PM | Lions Club Candidates Night |
| October 17 | 7 PM | Nestle Town Hall Meeting at Pavilion |
| October 18 | 6 PM | Port Commission Meeting |
| October 22 | 5 PM | Sailing Symposium Planning meeting |
| | 7 PM | City Council Meeting |
| October 25 | 7 PM | JWGED at City Hall |
| October 26-27 | | Fall Clean Up Program |
| October 29 | 5 PM | Rate Study Community Coffee City Hall |

United States Post Office

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