

CITY of CASCADE LOCKS

AGENDA

CITY COUNCIL MEETING, Monday, October 24, 2016, 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 October 10, 2016 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$ 59,582.96.**
4. **Public Hearing:** None.
5. **Action Items:**
 - a. **Appointment to Committees.**
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. **Paul Koch, Port of Cascade Locks General Manager**
 - c. **Corrosion Control Report (discussion)**
 - d. **County Construction Excise Tax (discussion)**
 - e. **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.

1. **Call to Order/Pledge of Allegiance/Roll Call.** Mayor Cramblett opened the meeting at 7:00 PM. CM's Groves, Randall, Fitzpatrick, Walker, Rutherford, and Mayor Cramblett were present. CM Busdieker was excused. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, Marla Harvey, and Camera Operator Betty Rush.
2. **Additions or amendments to the Agenda.** CA Zimmerman asked to add agenda item 5.e. Approval Noise Ordinance Waiver for David Starr.
3. **Adoption of Consent Agenda.**
 - a. **Approval of September 26, 2016 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$ 168,149.65.**

Mayor Cramblett read the list of items on the Consent Agenda. **Motion:** CM Walker moved, seconded by CM Randall, to approve the Consent Agenda. The motion passed unanimously by CM's Groves, Randall, Fitzpatrick, Walker, Rutherford, and Mayor Cramblett.
4. **Public Hearing:** None.
5. **Action Items:**
 - a. **Appointment to Committees.** None.
 - b. **Approve Noise Waiver for KOA Campground.** **Motion:** CM Walker moved, seconded by CM Randall, to approve the noise ordinance waiver for KOA Campground. Mayor Cramblett asked if neighbors were contacted. CR Woosley explained that a citizen in the past asked for a waiver in a residential area and they were asked to notify neighbors as a courtesy. The motion passed unanimously by CM's Groves, Randall, Fitzpatrick, Walker, Rutherford, and Mayor Cramblett.
 - c. **Approve Contract Extension with David Griffin, Consulting Public Works Superintendent.** CA Zimmerman said Mr. Griffin serves as the City's Representative and will be the project manager for the water project. He said there is an increase of \$5.00 per hour requested. **Motion:** CM Fitzpatrick moved, seconded by CM Randall, to approve the contract amendment with Rockranch Enterprises. CM Fitzpatrick said the City will need someone to oversee the water project. Mayor Cramblett said Mr. Griffin doesn't add extra time to the City. The motion passed unanimously by CM's Groves, Randall, Fitzpatrick, Walker, Rutherford, and Mayor Cramblett.
 - d. **Approve Resolution No. 1364 Reallocating Funds for Fire Station Improvements.** CA Zimmerman said this is a resolution to move funds within the Capital Outlay category to build sleeping quarters. **Motion:** CM Fitzpatrick moved, seconded by CM Groves, to approve Resolution No. 1364. CM Walker said this has been on the wish list and with declining volunteers this may be a tool to attract some people to spend some time in Cascade Locks. CM Fitzpatrick said this may also be able to be utilized by our on duty staff instead of taking the vehicles home and responding from home. He said this is a great idea. CA Zimmerman said this will provide an opportunity for Portland Community College interns to take some shifts here for their training. He said there will be two bedrooms, 10' x 12.5', with bunkbeds for four people. The motion passed unanimously by CM's Groves, Randall, Fitzpatrick, Walker, Rutherford, and Mayor Cramblett.
 - e. **Approve Noise Waiver for David Starr (added).** CA Zimmerman explained that this request just came in this afternoon and is for a wedding reception this weekend in the Marine Park Pavilion. **Motion:** CM Randall moved, seconded by CM Walker, to grant the noise waiver for David Starr. The motion passed unanimously by CM's Groves, Randall, Fitzpatrick, Walker, Rutherford, and Mayor Cramblett.

6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** None.
7. **Reports and Presentations.**
 - a. **City Committees.** None.
 - b. **Hood River County Community Development Presentation.** Marla Harvey, RARE AmeriCorps Volunteer, thanked the City for helping make it possible for her to be here. She said she will be working county-wide to complete an Energy Action Plan. She said she would like to be a member of the City Council to serve on a Steering Committee that will guide the work of this County Action Plan. Marla said the Steering Committee will focus on energy efficiency and sustainability. She said the Steering Committee will meet one time a month for the next 10 months with the first meeting on November 2nd at 9:00 AM. She said the first meeting will be an Energy Symposium, which is a work shop style event. She said the other meetings will be probably be evening meetings. CM Walker agreed to be the City's representative on the Steering Committee.

Marla reported on the results of the meeting last year, which one of the goals was to have a RARE Participant to work on an Energy Action Plan. She said another result of the meeting was a Solar Campaign and working with Oregon Cooperative to put solar panels on the City of Hood River building.

Mayor Cramblett said he wants to make sure that through this process Cascade Locks economic development isn't hindered if a big power user wants to develop here. Marla said the goal would be to make our communities as sustainable as possible. CA Zimmerman said he would be the utility representative. Mayor Cramblett said he is worried about unintended consequences. CA Zimmerman said the City of Cascade Locks doesn't want Hood River County imposing something that Cascade Locks doesn't need or being forced into something that isn't good for Cascade Locks. Marla assured the Council that she is serving the County as a whole and would make sure that all needs are met. CM Randall said it will be important for Cascade Locks to have a voice. Marla said the goal will be energy efficiency. CA Zimmerman informed Marla of the energy efficiency programs that the City already has in place.
 - c. **City Administrator Zimmerman Report.** CA Zimmerman gave his report (Exhibit A) and asked for Council approval to restock the transformer inventory. There was consensus of Council. CA Zimmerman said the Port purchased a new easel for use in the Council Chambers.
8. **Mayor and City Council Comments.** CM Walker thanked his mother, Shirley Walker, stating that she has lived in Cascade Locks since 1967 and due to health reasons has to move to be close to the services that she needs. He said he thinks it is sad for our elderly to have to move out of town. He said his mother decorated her home and yard for every holiday. CM Fitzpatrick said it is great to attend the meeting in person. He said \$820,000 is a scary amount for the Corrosion Control Treatment for the well. He said he hopes the City can find a grant for this project. CM Randall said he is thankful that he is able to help take care of people in our community that struggle. He said people have to reposition themselves to be able to continue to live here. He said families need to help one another. CM Groves thanked the Museum Committee for putting on the Magical History Tour Fundraiser. She said the boat was packed and everyone had a good time. She thanked all the volunteers that work on this to make it successful. Mayor Cramblett said there were a lot of volunteers that helped put that event on and that fundraiser is what keeps the Museum going. He said it was a sold out cruise and a great silent auction. He thanked Kevin and Leesa Rutherford for helping with the start of this event. Mayor Cramblett thanked Dan Yates for donating the Sternwheeler Columbia Gorge, the staff, and the food for this event.

Mayor Cramblett said Cascade Locks had another big summer on the Columbia Gorge Sternwheeler. He said a lot of people are visiting Cascade Locks.

Mayor Cramblett said he and his wife Brenda, visited Maine. He said the state reminded him of Oregon with a lot of two lane highways. He said he felt good about all he had found out about how Nestlé operates in the communities they are in. He said there are no big issues with trucks. He said he feels that a Nestlé project in Cascade Locks is doable and the right thing for Cascade Locks. Mayor Cramblett said he made this trip, on his own, as part of his due diligence to find out information for himself. He said he did not see any red flags regarding Nestlé. He said there are issues to stay on top of but there shouldn't be any problems.

Mayor Cramblett said he wanted to clarify a comment made during the comments at the last meeting where a statement was made about Cascade Locks voting for a previous measure. He said Cascade Locks citizens opposed the measure.

CM Groves thanked CA Zimmerman for having the crosswalks painted. CA Zimmerman said ODOT painted the two certified crosswalks.

9. **Other matters.** CA Zimmerman reminded Council of the Candidates Night on October 17th at City Hall.
10. **Executive Session:** None.
11. **Adjournment. Motion:** CM Walker moved, seconded by CM Groves, to adjourn. The motion passed unanimously by CM's Groves, Randall, Fitzpatrick, Walker, Rutherford, and Mayor Cramblett. The meeting was adjourned at 8:13 PM.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

Tom Cramblett, Mayor



(541) 374-8484

Fax: (541) 374-8752 TTY: 711

**City Administrator Report to the City Council
Monday, October 10, 2016**

- 1. Corrosion Control Treatment Project Report:** I have received the draft of the Corrosion Control Treatment Project. This report is from John Grim, whom we hired to do this study and to guide us through this process. The major issue from the report is that we will have to put a process in place to treat our water at a projected cost of \$820,000 with an annual operating cost of \$25,000. This discussion will be on the next Council agenda, but I have provided a copy of the main part of the report (without the appendices) for you to review.
- 2. PERS Rate:** We have received the PERS rate for the next biennium. These rates will be included in the development of the budget next year.

7/1/17-6/30/19: Tier 1/ Tier 2 Payroll	31.17%	(+2.53%)
7/1/17-6/30/19: OPSRP General Service Payroll	21.57%	(+1.07%)
7/1/17-6/30/19: OPSRP Police & Fire Payroll	26.34%	(+1.73%)

- 3. City Light Inventory:** With all of the building going on, we are using our stock transformers. Larry Massey is asking for permission to restock our shelves with the following:

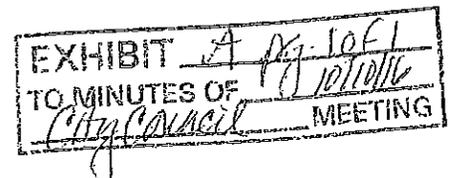
<u>Overhead Transformers</u>		<u>Underground Transformers</u>	
2 each 10 kVa transformers @ \$354	\$ 708	6 each 25 kVa transformers @ \$771	\$4,626
2 each 15 kVa transformers @ \$388	\$ 776		
4 each 25 kVa transformers @ \$462	\$1,848		
1 each 50 kVa transformers @ \$674	\$ 674		
	\$4,006		
Total	\$8,632		

Will the Council authorize the purchase of this equipment?

- 4. Construction Excise Tax:** Two months ago the Council authorize the City Administrator to sit on a committee called by the County to discuss a construction excise tax similar to what the School District has to raise funds that could be used to help developers, public and private, to build affordable housing in the County. The committee has met three times and is finalizing the draft recommendation to the County Commission. I will be bringing this to you for your input and discussion when the draft is finalized.

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.*

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DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
10/14/2016	PR	\$ 35,737.69
10/7/2016	A/P	\$ 23,845.27
GRAND TOTAL		\$ 59,582.96

APPROVAL:

Mayor

Report Criteria:
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
7571	10/16	10/07/2016	6966	014100180J	American Messaging	Paging Service	5140562110	2.50
Total 7571:								2.50
7572	10/16	10/07/2016	6920	58298	Anderson Perry & Associates Inc.	020 Planning Studies Waste Water Facili	0740562131	5,000.00
Total 7572:								5,000.00
7573	10/16	10/07/2016	6839	70233278	Round Tree Medical, LLC	Credit Memo	0540562351	13.72-
7573	10/16	10/07/2016	6839	82278692	Round Tree Medical, LLC	Mag Sulfate	0540562351	31.85
7573	10/16	10/07/2016	6839	82278693	Round Tree Medical, LLC	Mag Sulfate	0540562351	21.35
Total 7573:								5,000.00
7574	10/16	10/07/2016	6900	V602548	BSK Associates	water testing	2140562150	39.48
Total 7574:								45.00
7575	10/16	10/07/2016	590	039218	CARRSON OIL COMPANY	Bio Diesel for Generator	3140562530	98.95
7575	10/16	10/07/2016	590	039219	CARRSON OIL COMPANY	Bio Diesel for Generator	0540562420	246.85
7575	10/16	10/07/2016	590	039220	CARRSON OIL COMPANY	Bio Diesel for Generator	3140562530	120.12
Total 7575:								485.92
7576	10/16	10/07/2016	6979	SEPTEMBE	Cartomation, Inc.	GIS Service for City	5140562190	1,000.00
Total 7576:								1,000.00
7577	10/16	10/07/2016	670	100001500 1	CASCADE LOOKS LIGHT CO.	Fire Station	0540562439	437.29
7577	10/16	10/07/2016	670	100003500 1	CASCADE LOOKS LIGHT CO.	Res. No. 2	2140562070	28.30
7577	10/16	10/07/2016	670	100030200 1	CASCADE LOOKS LIGHT CO.	Pump Lift Station	3140562070	28.30
7577	10/16	10/07/2016	670	100038200 1	CASCADE LOOKS LIGHT CO.	Well House	2140562070	2,247.44
7577	10/16	10/07/2016	670	100379100 1	CASCADE LOOKS LIGHT CO.	Treatment Plant	3140562070	2,453.57
7577	10/16	10/07/2016	670	100381300 1	CASCADE LOOKS LIGHT CO.	warehouse	2140562070	41.89
7577	10/16	10/07/2016	670	200120000 1	CASCADE LOOKS LIGHT CO.	warehouse	3140562070	41.89
7577	10/16	10/07/2016	670	200120000 1	CASCADE LOOKS LIGHT CO.	Cemetery Water	1740562551	28.30
7577	10/16	10/07/2016	670	300155100 1	CASCADE LOOKS LIGHT CO.	Main Lift Station	3140562070	721.68

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
7577	10/16	10/07/2016	670	300155900 1	CASCADE LOCKS LIGHT CO.	Museum	0140762630	126.11
7577	10/16	10/07/2016	670	300171800 1	CASCADE LOCKS LIGHT CO.	Mall Lighting	5140562800	95.61
7577	10/16	10/07/2016	670	300183900 1	CASCADE LOCKS LIGHT CO.	Moody W/T Lift Station	2140562070	47.07
7577	10/16	10/07/2016	670	301862100 1	CASCADE LOCKS LIGHT CO.	Bike Path	0140162552	13.88
7577	10/16	10/07/2016	670	600135000 1	CASCADE LOCKS LIGHT CO.	City Hall Utilities	0140162552	569.26
7577	10/16	10/07/2016	670	600136900 1	CASCADE LOCKS LIGHT CO.	87 Ruckles	3140562070	35.09
7577	10/16	10/07/2016	670	600149800 1	CASCADE LOCKS LIGHT CO.	City Hall Irrigation	0140162552	93.53
7577	10/16	10/07/2016	670	601369800 1	CASCADE LOCKS LIGHT CO.	Radop Tower	0540562439	54.49
7577	10/16	10/07/2016	670	SSS 10/16	CASCADE LOCKS LIGHT CO.	Senior Sewer Subsidy	0140862025	249.70
Total 7577:								7,303.40
7578	10/16	10/07/2016	7013	14826	Chinook Plumbing Inc.	Clean out Snyder's storm drains	5645163941	860.00
Total 7578:								860.00
7579	10/16	10/07/2016	1120	A146051	COLUMBIA HARDWARE, LLC	Hoe	2140562560	18.89
7579	10/16	10/07/2016	1120	A147142	COLUMBIA HARDWARE, LLC	Sprayer Compression Poly	2140562560	17.15
7579	10/16	10/07/2016	1120	B147943	COLUMBIA HARDWARE, LLC	rivet tool, screws, rivets	3140562560	47.10
Total 7579:								83.14
7580	10/16	10/07/2016	4910	600129902 1	David Nistor	Refund Deposit	5121130	115.38
Total 7580:								115.38
7581	10/16	10/07/2016	1360	131153	DAVID R. CUNNINGHAM	City Network	0140162082	990.00
Total 7581:								990.00
7582	10/16	10/07/2016	1620	1231	EFFICIENCY SERVICES GROUP, LLC	BPA Program Services September 2016	5140562139	750.00
Total 7582:								750.00
7583	10/16	10/07/2016	1760	ORHQD4914	FASTENAL	8x14, 75x24, 25 Gray Box	5140562900	111.18
Total 7583:								111.18
7584	10/16	10/07/2016	6795	0523708	Ferguson	Sensus 1 Year SFTWR Tech Support	2140562081	1,041.25
7584	10/16	10/07/2016	6795	0523708	Ferguson	Sensus 1 Year SFTWR Tech Support	5140562081	1,041.25

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
7584	10/16	10/07/2016	6795	0539909	Ferguson	multiple supplies	2140562560	1,239.09
7584	10/16	10/07/2016	6795	0540914	Ferguson	4 F/GLS Drop Bowl	3140562560	165.90
Total 7584:								3,507.49
7585	10/16	10/07/2016	6854	SEPTEMBE	Gordon Zimmerman	CA Expense	0140162094	296.60
Total 7585:								296.60
7586	10/16	10/07/2016	2180	9215985319	GRAINGER	D/Hill Bit Set	0540562440	26.67
7586	10/16	10/07/2016	2180	9215985327	GRAINGER	cleaner, tape, screwdriver set, cordless d	0540562440	302.43
Total 7586:								329.10
7587	10/16	10/07/2016	7005	1916	John Gilm & Associates PC	Water Quality Project	2140562110	1,885.00
Total 7587:								1,885.00
7588	10/16	10/07/2016	4910	300166309 1	Kenneth Holtius	Refund Deposit	5121130	157.73
Total 7588:								157.73
7589	10/16	10/07/2016	4070	6090340	ONE CALL CONCEPTS, INC.	locate services	5140562110	16.70
7589	10/16	10/07/2016	4070	6090340	ONE CALL CONCEPTS, INC.	locate services	5140562110	6.40
Total 7589:								23.10
7590	10/16	10/07/2016	6965	33	Sofia Urrutia-Lopez	Contract Support	0840562110	760.00
Total 7590:								760.00
7591	10/16	10/07/2016	6070	978874	TWGW, INC NAPA AUTO PARTS	Brakecleaner	2140562560	20.81
7591	10/16	10/07/2016	6070	978874	TWGW, INC NAPA AUTO PARTS	swivel, hose, nylon sleeve	0340562560	37.46
7591	10/16	10/07/2016	6070	980531	TWGW, INC NAPA AUTO PARTS	Hoist	5140562900	61.98
Total 7591:								120.25
Grand Totals:								23,845.27

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	.00	2,329.08-	2,329.08-
01-401-62082	990.00	.00	990.00
01-401-62094	296.60	.00	296.60
01-401-62552	666.67	.00	666.67
01-407-62630	126.11	.00	126.11
01-408-62025	249.70	.00	249.70
03-21010	.00	37.46-	37.46-
03-405-62560	37.46	.00	37.46
05-21010	13.72	1,120.93-	1,107.21-
05-405-62351	53.20	13,772-	39.48
05-405-62420	246.85	.00	246.85
05-405-62439	491.78	.00	491.78
05-405-62440	329.10	.00	329.10
07-21010	.00	5,000.00-	5,000.00-
07-405-62131	5,000.00	.00	5,000.00
08-21010	.00	760.00-	760.00-
08-405-62110	760.00	.00	760.00
17-21010	.00	28.30-	28.30-
17-405-62551	28.30	.00	28.30
21-21010	.00	6,631.89-	6,631.89-
21-405-62070	2,364.70	.00	2,364.70
21-405-62081	1,041.25	.00	1,041.25
21-405-62110	1,885.00	.00	1,885.00
21-405-62150	45.00	.00	45.00
21-405-62560	1,295.94	.00	1,295.94
31-21010	.00	3,732.60-	3,732.60-
31-405-62070	3,280.53	.00	3,280.53
31-405-62530	219.07	.00	219.07
31-405-62560	233.00	.00	233.00
51-21010	.00	3,358.73-	3,358.73-
51-21130	273.11	.00	273.11
51-405-62081	1,041.25	.00	1,041.25
51-405-62110	19.20	.00	19.20
51-405-62139	750.00	.00	750.00
51-405-62190	1,000.00	.00	1,000.00
51-405-62800	95.61	.00	95.61
51-405-62900	173.16	.00	173.16
51-406-62110	6.40	.00	6.40

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
56-21010	.00	860.00-	860.00-
56-451-63941	860.00	.00	860.00
Grand Totals:	<u>23,872.71</u>	<u>23,872.71-</u>	<u>.00</u>

Report Criteria:

Report type: GL detail

CITY of CASCADE LOCKS – Tourism Committee Meeting Agenda

TOURISM COMMITTEE MEETING, Monday, October 3, 6:00 PM, Council Chambers

1. Call Meeting to Order & Roll Call. The meeting was called to order by Vice Chairman Park at 6:01 pm. Attending: TM Baseman, TM Troeger, TM Shelley, TM Daniel. Also attending from Port of Cascade Locks Holly Howell, Amanda Lawrence of Gorge Owned and Support Staff Sofia Urrutia-Lopez.
2. Amendments to the Agenda. 11 E. Skamania County Visitor Guide and 11 F. West Columbia Gorge Chamber of Commerce Visitor Guide.
3. Comments by the General Public.
4. Discussion/Declaration of Potential Conflicts of Interest
5. Approval of Minutes Presented. Motion by TM Shelley, seconded by TM Baseman, to approve the minutes of July 18, 2016 & August 29, 2016, motion carried unanimously.
6. Approval of Financials. Motion by TM Daniel, seconded by TM Shelley, to approve the financials as presented.
7. Approval of Bills
8. Staff Support Report. Travel Portland took 500 brochures, lots of requests from small towns to have brochures in their visitor center, Certified Folder took two more boxes, let Shirley know that boxes can be given to the Bridge of the Gods. Got a compliment at last Action Team meeting on how the brochures are “excellent” and she has heard a lot of feedback from other community members in how pleased they are on how they turned out. Staff Support said she has goals for the Shoulder Season, they include: continuing to build Instagram followers, maintain an aesthetically pleasing Instagram feed all while telling the “story” of Cascade Lock, continuing with the “story” of Cascade Locks, building more blog posts featuring community members in a series, hoping for other travel agencies (Travel Oregon, Travel Portland) to pick up the stories and feature them on their websites/blogs/social media, completion of Strategic Plan, more FAM tours with Travel Oregon, open communication and better partnership with Regional Destination Marketing Organizations (RDMO) and DMO.
9. Port Report – Holly Howell. Howell stated the Port is finishing up a busy Summer. A few marathons came through town with people in attendance from different countries with a lot of positive feedback. Mayah Frank is now gone from the Port of Cascade Locks, interviews will be held soon to find a replacement. There is an open seat for someone on the Tourism Committee to be in attendance. Some events coming up, Cycle WILD on Oct. 15, Disc Golf in Marine Park from Oct. 22-23, RARE Fall Training from Oct. 24-26, Gorge Family Fun on the 28th as well as a Chowder Event with information coming soon.
10. Old Business
 - A. Michael Peterson Photography - Antique Car Show. Support Staff said the projector was unavailable and emailed the link to the YouTube video of the Antique Car Show.
 - B. Strategic Plan. Group discussed texting Strategic Plan Work Session and agreed to meet on October 24th at 6:00 PM. Support Staff will follow up on location.
 - C. Facebook Ad. TM Shelley made a motion to continue with a Facebook Ad not to exceed \$100 per month with Support Staff reporting stats back to the Tourism Committee. Motion seconded by TM Daniel. The group agreed to continue on with the same audience. Motion carried unanimously.
11. New Business
 - A. Gorge Owned. Amanda Lawrence of Gorge Owned gave a presentation to the group. She asked the Tourism Committee to relay information to businesses who may be interested. She stated it’s a great opportunity at a fair price for businesses to attract more customers from Portland area as well as from out of town/state. 5,000 people in the Gorge will get a free download of the Chinook Book app when their business participates. Lawrence also

spoke of the Sense of Place lecture series. Howell offered the Marine Park Pavilion as a place to host a Sense of Place event which could be a new lecture or a duplicate. TM Park asked Support Staff to give Lawrence information on the Tourism Committee's Grant information.

- B. RARE Funding. The group came to a consensus that they will not fund RARE. They felt that Support Staff is able to fulfill the needs the RARE would take on for Cascade Locks specifically.
- C. Social Media Help for Cascade Locks Businesses. Support Staff recommended a "Social Media Workshop" for Cascade Locks Businesses either as a class or as one on one tutorials. The group came to a consensus to allow Support Staff to come up with some sort of curriculum and present to the Committee next month.
- D. Magical History Tour. TM Shelley indicated that he would try to attend, Support Staff will be in attendance.
- E. Skamania County Visitors Guide. TM Shelley made a motion to purchase a full page ad in the Skamania County Visitors Guide not to exceed \$1,000 seconded by TM Troeger. Motion carried unanimously.
- F. WCGCC Visitors Guide. The group came to a consensus not to purchase an ad in the WCGCC Visitors Guide.

13. Tourism Committee Member Reports

- A. Debbie Fine. Absent.
- B. Cindilee Baseman. None.
- C. Caroline Park. October 22 is the 3rd Anniversary for Thunder Island Brewing. They will have an event from 12:00-10:00pm with raffle prizes and live music. The Gorge Kids Triathlon was a huge success, the total amount raised was \$17,000 with all the schools getting a portion of the proceeds split evenly.
- D. Harry Troeger. TM Troeger stated how he is really happy with how things is going in Cascade Locks with more and more people are in town. He stated he's seen a lot of happy faces and happy businesses.
- E. Joseph Shelley. None.
- F. Barbie Daniel. TM Daniel stated she has accepted a new job in Hood River but will remain living in Cascade Locks. She said that her schedule may vary a lot within the next 6 months but will try to notify when she will be absent.

14. Next Meeting Date & Time: November 7, 2016

15. Adjournment. Motion made by TM Baseman to adjourn the meeting, second by TM Daniel. Motion carried unanimously. Chairman Fine adjourned the meeting at 7:30 PM.

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.