

# CITY of CASCADE LOCKS

## AGENDA

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**CITY COUNCIL MEETING, Monday, April 28, 2014, 7:00 PM, CITY HALL**

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**Purpose:** The City Council meets on the 2<sup>nd</sup> and 4<sup>th</sup> 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 Minutes of April 14, 2014 Council Meeting.**
  - b. **Ratification of the Bills in the Amount of \$ 70,404.16.**
4. **Public Hearings.**
5. **Action Items:**
  - a. **Appointment to Committees.**
    1. **Tourism**
  - b. **Adopt and Have 2<sup>nd</sup> Reading of Ordinance No. 433 Declaring a Moratorium on Medical Marijuana Facilities.**
  - c. **EMS City Employee/Volunteer Program discussion.**
  - d. **Historic Columbia River Highway Signage.**
  - e. **Finance Committee Policy Recommendation.**
  - f. **Finance Committee Procedure Recommendation.**
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. **Hood River County Sheriff.**
  - c. **Port of Cascade Locks – Five Port Caucus.**
  - d. **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 called the meeting to order at 7:00 PM. CM's Groves, Fitzpatrick (via conference phone), Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett were present. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, Station Captain Jesse Metheny, Nancy Renault, Cindilee Baseman, Deb and Brad Lorang, Chase Lorang, Marie Miller, Dave Lipps, Holly Howell, Rebecca Sergeant, Rob Brostoff, Gary Munkhoff, Martha and Barry Lamont, Anne Holmstrom, Larry Cramblett, JoAnn Wittenberg, Darrin Eckman and Sandra Kelley.

**2. Additions or amendments to the Agenda.** CA Zimmerman said there would not be an Executive Session.

Mayor Cramblett said there are a lot of citizens here tonight that want to talk about the rescue boat. He said it is not on the agenda and he has no intention of putting on the agenda because he doesn't think it should be any part of what Cascade Locks does.

Mayor Cramblett said several months ago he went to the fire station and saw the zodiac. He asked where it came from. Mayor Cramblett stated that the Council is trying to get finances together for the emergency services department and didn't want anything that is going to cost the City more money or liability. He said the boat was acquired without even coming to Council. He said he told CA Zimmerman to send it back. He said then letters were written to emergency services departments and the Sheriff's office trying to get support for the boat. He said now we're going through this whole process of trying to push this through when it was never approved by the Council.

Mayor Cramblett said he spoke with the Hood River County Sheriff and Skamania County Sheriff about rescue boat operations. He said Hood River County budgets and gets money from the Marine Board to run their operation. He said they have three boats and one is directed for use on this end of the county. He said Skamania County has three boats also. He said Bonneville Dam, the Fisheries Enforcement, Skamania County and Hood River County take care of boat rescue.

Mayor Cramblett said it is hard for the City to operate what they have now. He said there is a measure coming before the voters and will still be operating on a shoestring budget. He said the City can't do boat rescue. He said it is the County's job and they get funding to provide that.

Mayor Cramblett said the reports given from CA Zimmerman and SC Metheny showing calls had no need for a boat in the water.

Mayor Cramblett said the main idea is that it wasn't brought to Council and it isn't what cities do.

CM Helfrich said he would like to amend the agenda to put agenda item 6 above agenda item 4. He said there are a lot of citizens here and Council can hear their comments on the fire boat and can have an open and transparent process. There was consensus of Council to move agenda item 6 ahead of agenda item 4.

**3. Adoption of Consent Agenda.**

- a. **Approval of Minutes of March 24, 2014 Council Meeting.**
- b. **Ratification of the Bills in the Amount of \$ 201,988.50.**
- c. **Approve Invoice to USDA in the Amount of \$8,887 for Power Line Special Use Permit.**
- d. **Approve Bike Rack Program for Tourism Committee.**

Mayor Cramblett read the list of items on the Consent Agenda. **Motion:** CM Busdieker moved, seconded by CM Randall, to approve the Consent Agenda. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.

**6. Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community (moved ahead).** Tourism Committee Member Marie Miller reminded everyone of Annual Garage Sale Days. She said an appraiser would be available at the Visitors Center from 10:00 -12:00 and 1:30 - 3:30. She said this is new and encouraged citizens to take items to be evaluated. She said there would be a \$5.00 charge per item. She reminded everyone of the Fireman's breakfast and the microchip identification clinic for pets.

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Deb Lorang submitted a list of 50 names of people stating they would like Council to consider accepting the free boat to use for water rescue. She said a lot of people that she had talked to were surprised that Cascade Locks didn't have a boat. She reported that a dog went into the river off of Thunder Island and the owner jumped in to get the dog and almost did not make it back to shore. She asked who wants to wait for Hood River to get here. Mrs. Lorang said a rescue boat may not go out all the time but we should have one when needed. She said the cost to the City would be \$700 a year for maintenance and insurance. She said the training will be free. She said Cascade Locks invites sailors and fishermen here and should be responsible.

Nancy Renault said Cascade Locks needs a rescue boat. She said we need to be prepared. She reported that the EMS Department knew that so five members of the department went and earned their swift water rescue certificates. She asked why the City would not want to be prepared instead of trying to fix it after someone gets hurt. She said it takes 30 minutes for a boat to get here from Hood River. Mrs. Renault stated that the maintenance and insurance is a small price to pay and the boat will be stored at the station. She said her and her husband are willing to donate the money for the first year of maintenance and insurance.

Martha Lamont said that everyone she has talked to support having a rescue boat in Cascade Locks. She said there are a lot of kayakers here now and several lives are lost in kayaks every year. She said it makes no sense to not have a boat here. Mrs. Lamont told SC Metheny that she respected him and supported him. She asked people to quit looking backward and if you don't support having a rescue boat it would be wrong.

Rob Brostoff said he heard what was said about how the boat was acquired and that may not be the best way but we should have a rescue boat here. He said there is none in the area. He said it is important to consider that one and a half years ago there were 20 volunteers. He said now there are 3 active volunteers. He said the paramedic has left. He said the morale in the department is terrible. Mr. Brostoff said we need to do something about that and this would be one small way to boost morale and bring more people into the department.

Gary Munkhoff asked how many calls for boat rescue there are in a year. Mayor Cramblett stated that CGRA takes care of the river almost every weekend during sailing events. Mr. Munkhoff said Cascade Locks doesn't even know if there is a problem here. He said there are two counties covering the area. He asked if the response time would be any different from Skamania County responding. He said he understood this boat to be a zodiac. He reported that he had a friend that was chopped up by a zodiac being rescued. He said the Council should study this and if deciding to do it, do it right. He said just because the boat is free is not an acceptable reason to him.

CM Busdieker stated that SC Metheny's report lists 21 calls. Mr. Munkhoff said those were all trail calls not river calls. He said this is a big responsibility and the Council should gather additional facts. He said there are no other cities that do this and owning a boat is not cheap.

Sandra Kelley said no other cities do this. She said she thought the rescue boat issue was dead as the City has gone through this before. She said it is irresponsible for the City to take on another obligation and add to the financial obligations for this department. She said Council doesn't know if the citizens are going to support the department at the level it has been budgeted for. She said a step like this is one good way to get the citizens to not support the measure. Ms. Kelley said she didn't think the majority of citizens in Cascade Locks would support a rescue boat. She said this would be the only city to take this on. She said it is irresponsible financially, which is the duty of the Council and Staff to make sure they live within the means that this City can support. She said there are upgrades being considered for the infrastructure of the City. She said she is disappointed that the fire department has pushed people into supporting a rescue boat. She said it is time to be satisfied with the new fire department and new fire engine and be happy that this City is willing to fund a fire department at the level that is necessary to maintain it.

Ms. Kelley said it was wrong to spend the money that was dedicated for bunker gear. She said she was chair of the budget committee last year and asked if there was any money that could be cut to show good will toward citizens. She said she was told everything was necessary. Ms. Kelley said she questioned funds budgeted for bunker gear every year but rarely spent. She said the money budgeted for that this year was spent on white water training.

She said there aren't any tributaries here where you can use a boat. She said that was an unnecessary expense and should not have happened. She said at the very least you should wait and see how the citizens feel about what is being asked for already.

Larry Cramblett said he is on the Hood River County Budget Committee and money is budgeted for water rescue. He said Multnomah County, Clackamas County, and Marion County take care of the Willamette and Sandy Rivers. He said no cities are involved in water rescue. He said Cascade Locks is responsible for fire and ambulance. He said the County does a good job at water rescue.

4. **Public Hearings.** None.

5. **Action Items:**

a. **Appointment to Committees.** None.

b. **Second Reading and Adoption of Ordinance No. 432 Adopting the City of Cascade Locks Municipal Code as Revised.** CA Zimmerman gave the second reading of Ordinance No. 432. The motion made at the last meeting to adopt Ordinance No. 432 was approved unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett. CR Woosley stated that the code would be on the website soon and paper copies are available in the office.

c. **Approve First Reading of Ordinance No. 433 Declaring a Moratorium on Medical Marijuana Facilities.** CA Zimmerman reported that City Attorney Cleaveland has reviewed the ordinance. He gave the first reading of Ordinance No. 433.

d. **Adopt Water System Master Plan.** CA Zimmerman said Council has two tasks to consider tonight. One is to adopt the master plan and the other is to approve application for funding to do the projects listed in the master plan. CM Busdieker asked about median household income and projected cost per month. CA Zimmerman explained the State of Oregon's affordability index, which is the median household income affected by the project and explained the formula used. CA Zimmerman reported on lending options and estimated rates based on amount borrowed and projects chosen by Council.

Darrin Eckman spoke about the lending process and that the USDA application is a complex one. Mayor Cramblett said it was interesting listening to the several lending groups at the meeting he attended. He said those lending agencies prefer loans be acquired from banks if the City can afford it. CA Zimmerman said the USDA loan has no prepayment penalty so the City would not have to go the full 40 year term.

Mr. Munkhoff asked if the project includes water in the industrial park. CA Zimmerman said the project is to get water infrastructure to the industrial park but the Port would be responsible to get infrastructure inside the industrial park. Mr. Munkhoff said there could be a lot of water revenue generated by the industrial park so appears that the City should roll the Port's project into the City's and make one project. He said it makes sense that all infrastructure be turned over to the City in the end anyway to be maintained by the City. CA Zimmerman said the City is working with the Port and the Port is looking at installing the 12" main from Herman Creek Lane to the industrial park because they think they can do it cheaper. He said all infrastructure would be done to City's specifications and will be City's infrastructure. He said it is the Port's responsibility to work with their developers to get the infrastructure from the main line to wherever it's needed inside the industrial park.

Mr. Eckman said the application would probably be put together assuming that all projects would be done. He said then Council would determine with bid documents which projects to complete. CA Zimmerman said there is also a chance for grant funding with the USDA loan. Mayor Cramblett thanked Tenneson Engineering for the report stating it was easy to understand.

**Motion:** CM Helfrich moved, seconded by CM Busdieker, to adopt the Water Master Plan as presented. The motion was passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett. CA Zimmerman asked for consensus of Council to work with Tenneson Engineering on the application. There was consensus of Council.

e. **Approve Sheriff's Annual Contract.** CA Zimmerman gave a brief overview of the staff report. Larry Cramblett, from the audience, said this increase is across the board and not just for Cascade Locks. **Motion:** CM Helfrich moved, seconded by CM Walker, to approve the contract with Hood River County Sheriff's Office for law enforcement services the City of Cascade Locks for the fiscal year 2014/2015.

CM Busdieker said the letter from the County states that the cost of service covers personnel charges and new equipment. She asked if the Council could find out exactly what that is. CA Zimmerman stated that the costs include maintenance on the car and gear that the police officer needs to patrol and would include insurance and PERS increases.

CM Randall said the City has reviewed other options many times in the past. He said there haven't been any other options that are feasible. CM Helfrich said another option could be having a Special Service District, which is what Happy Valley and Wilsonville has done. He said the cost would be paid through property taxes. CM Randall stated that he thought this idea had been reviewed by a previous council and found not to be economically viable. CM Busdieker clarified that she wasn't suggesting looking into other options but just wanted to know what the money is being spent on. She asked if Cascade Locks is paying for 100% of the deputy or prorated for the time spent in Cascade Locks. CA Zimmerman said basically the City is paying for an employee. He said the City does receive more than the 24 hour coverage. CM Walker said in the past the Sheriff came to the meeting to present the agreement and was available to answer the questions. He said he wasn't suggesting tabling the issue but would like the Sheriff to attend a Council meeting. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.

Council moved to agenda item g.

f. **Review Columbia Gorge Inn TRT Relief Request.** This item took place after item g.

g. **EMS City Employee Volunteer Program discussion.** CA Zimmerman explained that city employees that volunteer for EMS don't get paid for the time they respond, while attending training, or they are paid for the time they respond and time spent training. Mayor Cramblett said he was looking at employees to volunteer for firefighting only during the day time hours when others are working out of town. He said the City has things also that need protected and we need to build our force. He said employees could volunteer for fire only, being paid, during work hours only. SC Metheny pointed out that he thought it would be confusing for the employee and also explained that the State requires a number of training hours to remain certified once certified. Mayor Cramblett said he would like to move toward that direction and would agree to that. Mayor Cramblett said he would like to have a policy and would like City Attorney Cleaveland to review. Mayor Cramblett said he thought the City should take the first step and then approach other agencies to do the same.

CM Walker said his understanding is that if a public works employee responds to EMS calls during work hours, and if chooses to, can't respond after hours as a volunteer. CA Zimmerman explained that the fire department is not a separate agency from the City and if an employee responds they are still a City employee and has to be paid as the City employee. He said the other option is to allow the employee to respond during work hours but not get paid. He said it has to be one way or the other. CA Zimmerman said the difference with the other agencies is that they are separate from the fire department. They figure out how they will pay their employees. He said he would continue to work on the policy.

**Review Columbia Gorge Inn TRT Relief Request.** CA Zimmerman said Ms. Huynh is asking Council for relief of penalties assessed on transient room tax and also sent a request for relief on her utility bill. CA Zimmerman explained what steps the City has taken to deal with the delinquency. He said that Ms. Huynh has said that she will pay the taxes owed but asking for relief of the penalties. CA Zimmerman explained the options listed on the staff report.

CM Walker asked if there are any legal proceedings going on now. CA Zimmerman explained that the City has a lien on the property for the 2011 1<sup>st</sup> quarter tax amount. He said the lien will be satisfied when the bill is paid. CM

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Walker asked if the company has contacted the City. CA Zimmerman said the City has done all the outreach. CM Helfrich asked how long this has been an issue. CA Zimmerman said this has been going on since 2011.

Mayor Cramblett said he has been told that there is a sign on the business door regarding taxes. CA Zimmerman said the business hasn't paid the state taxes or federal income tax. CA Zimmerman said the City will lien the property for unpaid taxes but won't collect until property is sold.

CA Zimmerman said he would like direction from Council. **Motion:** CM Helfrich moved, seconded by CM Randall, to assess penalties as outlined for the Columbia Gorge Inn (Option 1. on staff report).

CM Randall said there have been opportunities to get this straightened out. He said the City will be getting behind the "8 ball" if giving special considerations. He said the ordinance should be enforced and the business owner should be held responsible.

CM Helfrich said other business owners pay as they need to. He said Council needs to hold the line and be fair and equitable, treating everyone the same.

Mrs. Wittenberg, from the audience, reported on visiting family staying at that motel. She said she would never recommend anyone stay there.

Mayor Cramblett said there could be some extenuating circumstances but doesn't see that in this case.

CM Groves said she didn't like seeing penalty after penalty when someone can't pay. She said it just makes the situation worse. Mayor Cramblett stated the problem here is that the tax was collected by her from the customer. He said this money isn't hers to run the business with and she didn't pay the tax. He said that goes beyond having a hard time paying a bill. He said she collected the tax and then spent it. CM Groves said the email from Ms. Huynh states she was taking care of a family member and said she knows that you do forget what you are doing when in that situation.

Mayor Cramblett declared a recess at 8:29 PM and entered back into regular session at 8:34 PM.

CM Busdieker said if this is a continuing situation it doesn't seem like anything will be solved by continuing to add penalties. She agreed that the business owner needs to live up to their obligations but would agree with Option #4. CM Randall said he would be willing to do that also. CA Zimmerman said her request includes an extension to the end of this tourist season. He said Ms. Huynh says she has better management now. CM Fitzpatrick suggested using the evasion penalty as leverage and suggested suspending until all other payments have been taken care of.

CM Helfrich said he would withdraw his motion. He said action could be tabled until June and allow the City to negotiate with the business owner. CM Randall agreed with the withdrawing the motion.

CA Zimmerman said he could remove the evasion fee if paying other now. He said she has continuously been given time.

CA Zimmerman said he doesn't want to package these together but also wants Council direction on the utility bill. He suggested that something can't be done for one customer and not another. He said the meters were read twice and are correct.

CM Helfrich asked if the evasion penalty for transient room tax goes against the business owner's credit. CA Zimmerman said the City doesn't report to the credit bureau.

CM Busdieker suggested that if current payment is made by tomorrow and back taxes paid by June 30, the evasion penalty could be eliminated.

**Motion:** CM Helfrich moved, seconded by CM Walker, to assess penalties as outlined in the staff report (Option 1.) The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.

CA Zimmerman explained the utility bill. CM Busdieker said it isn't Council's responsibility to subsidize someone's utility bill. CM Walker said this should be managed as any other utility bill.

**h. Approve application for Electric Master Plan funding from IFA.** CA Zimmerman said the project intake form was submitted and now need approval to apply for funding. **Motion:** CM Randall moved, seconded by CM Helfrich, to approve the application to the IFA for funding of the Electrical Master Plan and authorize the Mayor to sign the application. CM Busdieker asked if the 15% is budgeted. CA Zimmerman said it will be budgeted in 2014/2015 budget. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.

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

**7. Reports and Presentations.**

**a. City Committees.**

**b. City Administrator Zimmerman Report.** CA Zimmerman gave his report (Exhibit A). Council gave consensus on hiring Gary Stallings, Jr. to fill the temporary paramedic position. They also gave consensus on advertising and hiring a seasonal employee in the Public Works Department.

CM Helfrich asked about CATV negotiations. CA Zimmerman explained that this is continuing.

**8. Mayor and City Council Comments.** CM Helfrich said Council has heard from citizens and suggested tabling decision until upcoming votes on the measure are in. He said citizens showed up and offered to fund the boat for the first year. He said he did a quick search on Google and there are several cities that fund rescue boat programs. He said it is important to have an open and transparent discussion about this. He said all Councilors have a vote. CM Busdieker said, "What he said."

CM Walker said the most infamous spots for water rescue is the Sandy River, Glenn Otto Park, and off the high rocks in the Clackamas River. He said those areas are controlled by AMR. He said there other jurisdictions that take care of water rescue and is a discussion that Council could have. CM Randall said there is a lot to think about but thinks that the timing for the rescue boat is not the best. He said he thinks people will get the wrong idea. He said the way the boat was acquired was not transparent. He said he isn't diminishing rescue services but most of it that is done here is done by private citizens. CM Randall said that things are going to happen and hopefully people aren't dumb enough to jump in after their dog. He said he would like to move forward and is a discussion that Council can have but not rush into it. He said people put emotion behind their argument but we need to get beyond that. He said it seems silly with so few volunteers and resources to try to do more and more. He said Council should discuss more before making a decision.

CM Groves said the City has enough trouble funding the EMS Department. She said we don't need to add on another burden.

Mayor Cramblett said he doesn't think a rescue boat is appropriate for the City. He said this isn't what cities should be doing. He said he would like a consensus of Council whether to get rid of the boat or not get rid of the boat. CM's Fitzpatrick, Helfrich, and Busdieker said they would be in favor of waiting. CM's Groves, Randall, Walker, and Mayor Cramblett said they want the boat returned. CA Zimmerman explained that consensus of Council would be everyone in agreement. **Motion:** CM Groves moved, seconded by CM Walker, to return the boat. The motion passed with CM's Groves, Fitzpatrick, Randall, Walker, and Mayor Cramblett voting in favor. CM's Busdieker and Helfrich opposed the motion. CM Helfrich asked why this wouldn't be put on an agenda as an action item. He said this is being done "back door".

CM Walker said open and transparent is what we're talking about. He said he works for a public agency and if he had acquired a piece of equipment without management approval he wouldn't be working there anymore. CM Helfrich said this equipment didn't cost anything so approval wasn't necessary. CM Groves said it is going to cost

money. CM Walker said there is no such thing as a free boat. He said he admired Mrs. Renault's offer to fund the boat for a year but that is just for one year.

Mayor Cramblett said if there is anyone out there with extra money the EMS Department could use it and could be better spent on other things. He said he is moving ahead and committed to run a good EMS Department.

Mayor Cramblett said he went to Washington, D.C. and reported that Jess Groves and Holly Howell represented Cascade Locks very well. He said the people they met with were very sincere, listened, and even gave Cascade Locks more time. He said it is important to go to Washington, D.C. and tell them about Cascade Locks.

**9. Other matters.** None.

**10. Executive Session as may be required under ORS 192.660 (2) (a) Personnel.** None.

**11. Adjournment. Motion:** CM Walker moved, seconded by CM Busdieker, to adjourn. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett. The meeting was adjourned at 9:15 PM.

Prepared by  
Kathy Woosley

APPROVED:

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Tom Cramblett, Mayor



**City of Cascade Locks**  
PO Box 308 140 SW WaNaPa St.  
Cascade Locks, OR 97014

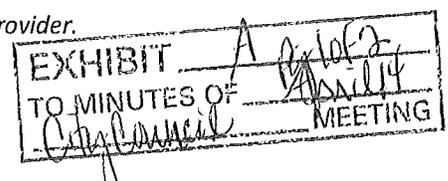
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**City Administrator Report to the City Council**  
**Monday, April 14, 2014**

- 1. Statement of Economic Interest:** Each of you (and the members of the Planning Commission) should have received the Statement of Economic Interest from the Oregon Government Ethics Commission (OGEC). Please fill it out and send it to the OGEC postmarked by tomorrow.
- 2. Ruckel Street Project:** In January the Council had approved the installation of water lines on Ruckel Street for \$22,886. The work has started after a long delay and changes and additions to the work. 85 feet of paving, a 1" main, and a tie in were not included in the previous bid. The cost has increased \$4,251. We are able to cover the cost out of our current budget by delaying a project that was planned into the next budget year.
- 3. Haz Mat Training:** The Council recommended that Station Captain Metheny attend the Hazardous Material Conference as it was specifically targeted for hazardous material traveling by rail through the Gorge. The cost for the training was \$275 for the conference and \$300 for the lodging. The Oregon State Fire Marshall awarded Captain Metheny a scholarship for the cost of the conference. The City is paying for the lodging.
- 4. NCTC and Viacom:** It was a tense series of negotiations between the National Cable Television Cooperative (NCTC) and Viacom for the rights to distribute five of our channels: CMT, MTV, Nickelodeon, TV Land, and VH1 Music. There was some effort by Viacom to do an end run around our supplier NCTC. We were not supportive of that strategy because Viacom was seeking to dramatically increase our costs (up to 137% by the end of the year) while cutting out the middle man. NCTC held firm and was able to settle for a much more modest increase this year (34.6%) and a smaller increase in 2015 (12%) with level increases (7.5%) over the remaining 4 years of the contract.
- 5. MCEDD Comprehensive Economic Development Strategy (CEDs):** This year the City was able to list a project on the County's CEDs listing. The Crystal Springs Reservoir Project was listed as Number 5 on the top ten priority listing. This is really our water project identified in the Master Plan. With this listing we can identify the project as important to the County as a whole on the applications that need to be completed.
- 6. SAFER Grant for Volunteer Program:** Our application for the SAFER grant that was to be used to build our volunteer program was not approved. FEMA received over 1,500 applications worth more than \$1.67 billion which was well over the budget approved for these grants. The FEMA grant for the ambulance is still under review.
- 7. Interim Paramedic:** City staff interviewed three of four candidates for the interim paramedic position. Our top choice was unable to accept the position because Oregon certification requirements would have delayed his availability for another several weeks.

*The City of Cascade Locks is an Equal Opportunity Provider.*



Since we need the temporary position to be filled immediately, I am recommending to the Council that we hire Gary Stallings, Jr. from Hood River. ***With your permission, we will get him signed up for the temporary position.***

8. **Seasonal Public Works Employee:** The summer season is fast approaching. The Council approved adding an employee this spring and we budgeted for that. Rather than hiring a full time employee now, we are requesting permission to hire a seasonal employee to help with the cleanup of the town prior to "tourist season." The two people we have on the crew now are strapped especially with the mowing season almost here. ***May we advertise and hire a seasonal employee to help with the Public Works crew?***
9. **BPA Substation Maintenance:** The BPA has informed us that the substation will be down for routine maintenance for two to four days beginning April 24. We are readying the Pyramid Substation to take on the load during the time the BPA substation is down.
10. **Nestlé Waters Request to the Port:** Here is a note I received from Dave Palais of Nestlé Waters North America on Friday:

There will be an item on the next Port Commission meeting agenda dealing with an Access Agreement being considered between the Port and Nwana to allow us access to some Port property above Moody Spring to do some exploratory work. The City has water rights to Moody Spring and as such would be an integral part of any development considerations for bottling in the future. Because of the important role the City, Mayor and Council would play in this developing concept, I am writing today to inform the mayor and members of the council in advance so that they are not surprised by the news. I will come before you in the near future to explain the potential opportunities that Moody Spring may present in our proposed project should our evaluation determine that the spring water is suitable and sustainable for bottling. Here is some background information:

- In any siting project Nwana undertakes, Nestlé Waters always investigates potential back-up spring water sites.
- Moody Spring was identified early in our due diligence process and we are now initiating further testing to determine whether it is a suitable back-up water source.
- As we have with other potential back-up sources, if we end up drilling an exploration borehole, Nestlé Waters will begin conducting water quality and quantity testing to determine whether the spring is a suitable back-up for our proposed project.
- Consistent with our Siting & Community Commitment Framework, Nestlé Waters would evaluate Moody Spring for a minimum of one year to observe how its flows and water quality may vary seasonally before it would ever be used as a backup spring source for the proposed project.

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

Gordon Zimmerman  
Cascade Locks City Administrator

BLANKET VOUCHER APPROVAL

PAGE NO. 1

DEPARTMENT: CITY OF CASCADE LOCKS  
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
4/18/2014	Payroll	\$ 23,747.17
4/15/2014	A/P	\$ 46,656.99

GRAND TOTAL \$ 70,404.16

APPROVAL:

\_\_\_\_\_  
Mayor

Report Criteria:  
 Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4637	04/14	04/15/2014	20	18578	ADDYLAB	Water Sample Testing	2140562150	45.00
Total 4637: 45.00								
4638	04/14	04/15/2014	6839	81381763	Bound Tree Medical, LLC	Meds/supplies	0540562351	11.60
4638	04/14	04/15/2014	6839	81381764	Bound Tree Medical, LLC	morphine	0540562351	81.53
4638	04/14	04/15/2014	6839	81383257	Bound Tree Medical, LLC	Meds/supplies	0540562351	252.11
4638	04/14	04/15/2014	6839	81383258	Bound Tree Medical, LLC	hand cleanser	0540562351	35.52
4638	04/14	04/15/2014	6839	81389932	Bound Tree Medical, LLC	Meds	0540562351	155.23
4638	04/14	04/15/2014	6839	81391156	Bound Tree Medical, LLC	Meds	0540562351	14.18
Total 4638: 550.17								
4639	04/14	04/15/2014	490	417108A	BRYANT PIPE AND SUPPLY	Pipe and adapters	2140562560	20.28
Total 4639: 20.28								
4640	04/14	04/15/2014	670	100001500 4	CASCADE LOCKS LIGHT CO.	fire station	0540562439	580.75
4640	04/14	04/15/2014	670	100003500 4	CASCADE LOCKS LIGHT CO.	res no. 2	2140562070	5.14
4640	04/14	04/15/2014	670	100030200 4	CASCADE LOCKS LIGHT CO.	pump lift station	3140562070	21.30
4640	04/14	04/15/2014	670	100038200 4	CASCADE LOCKS LIGHT CO.	well house	2140562070	1,561.26
4640	04/14	04/15/2014	670	100379100 4	CASCADE LOCKS LIGHT CO.	treatment plant	3140562070	2,008.41
4640	04/14	04/15/2014	670	103714500 4	CASCADE LOCKS LIGHT CO.	wasco creek lift station	3140562070	21.30
4640	04/14	04/15/2014	670	200120000 4	CASCADE LOCKS LIGHT CO.	cemetery water	1740562561	21.30
4640	04/14	04/15/2014	670	300155100 4	CASCADE LOCKS LIGHT CO.	main lift station	3140562070	518.94
4640	04/14	04/15/2014	670	300155900 4	CASCADE LOCKS LIGHT CO.	museum	0140762630	164.94
4640	04/14	04/15/2014	670	300159202 4	CASCADE LOCKS LIGHT CO.	fire station	0540562439	24.52
4640	04/14	04/15/2014	670	300171800 4	CASCADE LOCKS LIGHT CO.	mail fighting	5140562800	21.30
4640	04/14	04/15/2014	670	300183900 4	CASCADE LOCKS LIGHT CO.	moody lift station	2140562070	55.95
4640	04/14	04/15/2014	670	4114	CASCADE LOCKS LIGHT CO.	senior sewer subsidy	0140862025	204.30
4640	04/14	04/15/2014	670	600135000 4	CASCADE LOCKS LIGHT CO.	city hall utilities	0140462551	1,128.97
4640	04/14	04/15/2014	670	600135000 4	CASCADE LOCKS LIGHT CO.	city hall utilities	2142162071	263.80
4640	04/14	04/15/2014	670	600135000 4	CASCADE LOCKS LIGHT CO.	city hall utilities	5142162071	451.96
4640	04/14	04/15/2014	670	600136900 4	CASCADE LOCKS LIGHT CO.	87 ruckle	3140562070	41.32
4640	04/14	04/15/2014	670	600137000 4	CASCADE LOCKS LIGHT CO.	chlorinator	2140562070	21.30
4640	04/14	04/15/2014	670	699998900 4	CASCADE LOCKS LIGHT CO.	tourism	0840562071	15.00
4640	04/14	04/15/2014	670	CCLEP 3311	CASCADE LOCKS LIGHT CO.	CCLEP	5140562138	2,700.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4640	04/14	04/15/2014	670	CCLER 4141	CASCADE LOCKS LIGHT CO.	CCLER	5140562138	450.00
Total 4640:								10,281.76
4641	04/14	04/15/2014	740	56611	CASELLE, INC.	Contract Support	0140162082	142.20
4641	04/14	04/15/2014	740	56611	CASELLE, INC.		0340562082	45.03
4641	04/14	04/15/2014	740	56611	CASELLE, INC.		0540562082	40.29
4641	04/14	04/15/2014	740	56611	CASELLE, INC.		2140562082	244.11
4641	04/14	04/15/2014	740	56611	CASELLE, INC.		3140562082	218.04
4641	04/14	04/15/2014	740	56611	CASELLE, INC.		5140562082	417.12
4641	04/14	04/15/2014	740	56611	CASELLE, INC.		5140662082	78.21
Total 4641:								1,185.00
4642	04/14	04/15/2014	1120	B66518	COLUMBIA HARDWARE, LLC	toilet repair supplie	2140562560	73.93
Total 4642:								73.93
4643	04/14	04/15/2014	1420	1795	DENNIS V. SNYDER JR. CONTRACTO	drop danger tree at Cemetery	1740562520	600.00
Total 4643:								600.00
4644	04/14	04/15/2014	1620	374	EFFICIENCY SERVICES GROUP, LLC	BPA Program Services March 2014	5140562139	750.00
Total 4644:								750.00
4645	04/14	04/15/2014	6795	0400258	Ferguson	water service supplies for port jon	2141562009	380.46
Total 4645:								380.46
4646	04/14	04/15/2014	6878	521-1040	Gannett Co., Inc	programming	4140562740	150.40
Total 4646:								150.40
4647	04/14	04/15/2014	2020	1216004	GENERAL PACIFIC INC.		5140562770	309.57
4647	04/14	04/15/2014	2020	1216004	GENERAL PACIFIC INC.		5140662770	206.38
4647	04/14	04/15/2014	2020	1216005	GENERAL PACIFIC INC.		5140562770	138.34
4647	04/14	04/15/2014	2020	1216005	GENERAL PACIFIC INC.		5140662770	92.22

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 4647:								
4648	04/14	04/15/2014	2080	5457234	GLOBALSTAR	Satellite Phone	0540562050	27.39
Total 4648:								
4649	04/14	04/15/2014	6854	4814	Gordon Zimmerman	reimburse mileage	2140562020	53.96
Total 4649:								
4650	04/14	04/15/2014	2350	740424	HERITAGE OPERATING L.P.	Propane	0540562421	1,091.21
Total 4650:								
4651	04/14	04/15/2014	2420	7232	HOOD RIVER CO. - FINANCE	March Deputy Service 2014	0141962250	7,261.00
Total 4651:								
4652	04/14	04/15/2014	3070	1500168982	LES SCHWAB TIRE CENTER	repairs 01 Dodge	0340562441	524.05
4652	04/14	04/15/2014	3070	1500168982	LES SCHWAB TIRE CENTER	repairs 01 Dodge	2140562441	524.05
Total 4652:								
4653	04/14	04/15/2014	6874	MARCH 201	LIN Television Corporation	programming	4140562740	210.56
Total 4653:								
4654	04/14	04/15/2014	3160	4814-1	MARIANNE BUMP/PETTY CASH	postage to send water master plan for gr	2142162055	12.35
Total 4654:								
4655	04/14	04/15/2014	3380	KPDX MARCH	Meredith Corporation	Retransmission	4140562740	56.40
4655	04/14	04/15/2014	3380	KPTV MARCH	Meredith Corporation	Retransmission	4140562740	178.90
Total 4655:								
4656	04/14	04/15/2014	3490	96-01-01 4/1	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562711	1,260.47
4656	04/14	04/15/2014	3490	96-01-01 4/1	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562712	258.21
4656	04/14	04/15/2014	3490	96-01-02 4/1	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562711	1,022.79

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4656	04/14	04/15/2014	3490	96-01-02 4/1	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562712	242.77
Total 4656:								2,784.24
4657	04/14	04/15/2014	3770	22-201403	NET ASSETS	Title Search	0140162110	7.97
4657	04/14	04/15/2014	3770	22-201403	NET ASSETS	Title Search	0542162110	.59
4657	04/14	04/15/2014	3770	22-201403	NET ASSETS	Title Search	2142162110	2.18
4657	04/14	04/15/2014	3770	22-201403	NET ASSETS	Title Search	3142162110	2.54
4657	04/14	04/15/2014	3770	22-201403	NET ASSETS	Title Search	5142162110	18.72
Total 4657:								32.00
4658	04/14	04/15/2014	4140	MA114002	OREGON DEPARTMENT OF AVIATION	Lease for BB field	0140862022	125.00
Total 4658:								125.00
4659	04/14	04/15/2014	6769	3-14-033	PARC Resources, LLC	general planning questions/meeting	0140262090	247.50
Total 4659:								247.50
4660	04/14	04/15/2014	4610	414039874	PHYSIO-CONTROL, INC.	Pro-rated service cost for additional life p	0540562443	319.32
Total 4660:								319.32
4661	04/14	04/15/2014	6824	958607-2	Providence Health & Services	FD Immunizations	0540562017	93.50
Total 4661:								93.50
4662	04/14	04/15/2014	4910	211922318	Refund Customer Deposit	Refund Deposit	5121130	261.27
4662	04/14	04/15/2014	4910	211922318	Refund Customer Deposit	Refund Deposit	5121130	261.27- V
Total 4662:								.00
4663	04/14	04/15/2014	6780	5030207692	Ricoh Americas Corporation	Copies	0140162110	2.89
4663	04/14	04/15/2014	6780	5030207692	Ricoh Americas Corporation	Copies	0542162110	.22
4663	04/14	04/15/2014	6780	5030207692	Ricoh Americas Corporation	Copies	2142162110	.79
4663	04/14	04/15/2014	6780	5030207692	Ricoh Americas Corporation	Copies	3142162110	.92
4663	04/14	04/15/2014	6780	5030207692	Ricoh Americas Corporation	Copies	5142162110	6.80

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 4663:								
4664	04/14	04/15/2014	5160	72576	SAWTOOTH TECHNOLOGIES, LLC	Internet Service	4140562661	802.00
Total 4664:								
4665	04/14	04/15/2014	5380	SD-40282	SKAMANIA COUNTY PIONEER	Medic/F Annoucement	0540562030	13.50
Total 4665:								
Total 4666:								
4666	04/14	04/15/2014	5460	MARCH 201	Sosnkowski & Cleaveland P. C.	Attorney Fees	0140162100	280.80
4666	04/14	04/15/2014	5460	MARCH 201	Sosnkowski & Cleaveland P. C.		0140262100	69.60
4666	04/14	04/15/2014	5460	MARCH 201	Sosnkowski & Cleaveland P. C.		0542162100	14.40
4666	04/14	04/15/2014	5460	MARCH 201	Sosnkowski & Cleaveland P. C.		2142162100	112.80
4666	04/14	04/15/2014	5460	MARCH 201	Sosnkowski & Cleaveland P. C.		3142162100	186.00
4666	04/14	04/15/2014	5460	MARCH 201	Sosnkowski & Cleaveland P. C.		5142162100	536.40
Total 4666:								
Total 4667:								
4667	04/14	04/15/2014	5510	8029223040	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140162010	92.80
4667	04/14	04/15/2014	5510	8029223040	STAPLES CONTRACT & COMMERCIA	Office Supplies	0140262010	9.16
4667	04/14	04/15/2014	5510	8029223040	STAPLES CONTRACT & COMMERCIA	Office Supplies	0542162010	2.40
4667	04/14	04/15/2014	5510	8029223040	STAPLES CONTRACT & COMMERCIA	Office Supplies	2142162010	46.20
4667	04/14	04/15/2014	5510	8029223040	STAPLES CONTRACT & COMMERCIA	Office Supplies	3142162010	45.80
4667	04/14	04/15/2014	5510	8029223040	STAPLES CONTRACT & COMMERCIA	Office Supplies	5142162010	201.94
Total 4667:								
4668	04/14	04/15/2014	5810	136904	THE STEEL YARD, INC	rebar	5640563941	398.30
Total 4668:								
4669	04/14	04/15/2014	6884	513917	Toby Ferguson	bend rebar for radio tower base	5640563941	557.40
Total 4669:								
4670	04/14	04/15/2014	6070	879967	TWGW, INC NAPA AUTO PARTS	U-Joint Front Driveshaft	0540562441	35.97
4670	04/14	04/15/2014	6070	881544	TWGW, INC NAPA AUTO PARTS	hand cleaner	5140562201	23.54

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 4670:								
4671	04/14	04/15/2014	6370	INV12030	WAPTTI AERIAL SERVICES	Inspections/Tests	5140562200	544.50
4671	04/14	04/15/2014	6370	INV12030	WAPTTI AERIAL SERVICES	Inspections/Tests	5140562200	363.00
Total 4671:								
4672	04/14	04/15/2014	6730	320141980	ZCORUM INC.	Internet	4140662730	719.50
Total 4672:								
4673	04/14	04/15/2014	6740	0161518372	ZEE MEDICAL INC	First Aid Supplies	0140162010	21.30
4673	04/14	04/15/2014	6740	0161518372	ZEE MEDICAL INC	First Aid Supplies	0140262010	2.10
4673	04/14	04/15/2014	6740	0161518372	ZEE MEDICAL INC	First Aid Supplies	0542162010	.55
4673	04/14	04/15/2014	6740	0161518372	ZEE MEDICAL INC	First Aid Supplies	2142162010	10.60
4673	04/14	04/15/2014	6740	0161518372	ZEE MEDICAL INC	First Aid Supplies	3142162010	10.51
4673	04/14	04/15/2014	6740	0161518372	ZEE MEDICAL INC	First Aid Supplies	5142162010	46.34
4673	04/14	04/15/2014	6740	0161518373	ZEE MEDICAL INC	First Aid Cabinet	5140562810	160.75
4673	04/14	04/15/2014	6740	D2208201	ZEE MEDICAL INC	First Aid Supplies	5140562110	25.49
4673	04/14	04/15/2014	6740	D2208201	ZEE MEDICAL INC	First Aid Supplies	5140562110	16.99
Total 4673:								
4674	04/14	04/15/2014	4910	211922318-1	Janice Donahue	Refund Deposit	5121130	261.27
Total 4674:								
4151401	04/14	04/15/2014	3650	14030265	NATIONAL CABLE TELEVISION COOP.	Programming	4140562740	4,282.82 M
Total 4151401:								
Grand Totals:								38,132.99

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	.00	9,760.53-	9,760.53-
01-401-62010	114.10	.00	114.10
01-401-62082	142.20	.00	142.20
01-401-62100	280.80	.00	280.80
01-401-62110	10.86	.00	10.86
01-402-62010	11.26	.00	11.26
01-402-62090	247.50	.00	247.50
01-402-62100	69.60	.00	69.60
01-404-62551	1,128.97	.00	1,128.97
01-407-62630	164.94	.00	164.94
01-408-62022	125.00	.00	125.00
01-408-62025	204.30	.00	204.30
01-419-62250	7,261.00	.00	7,261.00
03-21010	.00	569.08-	569.08-
03-405-62082	45.03	.00	45.03
03-405-62441	524.05	.00	524.05
05-21010	.00	2,794.78-	2,794.78-
05-405-62017	93.50	.00	93.50
05-405-62030	13.50	.00	13.50
05-405-62050	27.39	.00	27.39
05-405-62082	40.29	.00	40.29
05-405-62351	550.17	.00	550.17
05-405-62421	1,091.21	.00	1,091.21
05-405-62439	605.27	.00	605.27
05-405-62441	35.97	.00	35.97
05-405-62443	319.32	.00	319.32
05-421-62010	2.95	.00	2.95
05-421-62100	14.40	.00	14.40
05-421-62110	.81	.00	.81
08-21010	.00	15.00-	15.00-
08-405-62071	15.00	.00	15.00
17-21010	.00	621.30-	621.30-
17-405-62520	600.00	.00	600.00
17-405-62551	21.30	.00	21.30
21-21010	.00	3,434.16-	3,434.16-
21-405-62020	53.96	.00	53.96
21-405-62070	1,643.65	.00	1,643.65
21-405-62082	244.11	.00	244.11

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
21-405-62190	45.00	.00	45.00
21-405-62441	524.05	.00	524.05
21-405-62560	94.21	.00	94.21
21-415-62009	380.46	.00	380.46
21-421-62010	56.80	.00	56.80
21-421-62055	12.35	.00	12.35
21-421-62071	263.80	.00	263.80
21-421-62100	112.80	.00	112.80
21-421-62110	2.97	.00	2.97
31-21010	.00	3,075.08-	3,075.08-
31-405-62070	2,611.27	.00	2,611.27
31-405-62082	218.04	.00	218.04
31-421-62010	56.31	.00	56.31
31-421-62100	186.00	.00	186.00
31-421-62110	3.46	.00	3.46
41-21010	.00	6,400.58-	6,400.58-
41-405-62661	802.00	.00	802.00
41-405-62740	4,879.08	.00	4,879.08
41-405-62730	719.50	.00	719.50
46-21010	.00	2,784.24-	2,784.24-
46-405-62711	2,283.26	.00	2,283.26
46-405-62712	500.96	.00	500.96
51-21010	261.27	8,082.11-	7,820.84-
51-21130	522.54	261.27-	261.27
51-405-62082	417.12	.00	417.12
51-405-62110	25.49	.00	25.49
51-405-62138	3,150.00	.00	3,150.00
51-405-62139	750.00	.00	750.00
51-405-62200	544.50	.00	544.50
51-405-62201	23.54	.00	23.54
51-405-62270	447.91	.00	447.91
51-405-62800	21.30	.00	21.30
51-405-62810	160.75	.00	160.75
51-406-62082	78.21	.00	78.21
51-406-62110	16.99	.00	16.99
51-406-62200	363.00	.00	363.00
51-406-62770	298.60	.00	298.60
51-421-62010	248.28	.00	248.28
51-421-62071	451.96	.00	451.96
51-421-62100	536.40	.00	536.40

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
51-421-62110	25.52	.00	25.52
56-21010	.00	857.40-	857.40-
56-405-63941	857.40	.00	857.40
Grand Totals:	38,655.53	38,655.53-	.00

Report Criteria:  
Report type: GL detail

Report Criteria:  
Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4636	04/14	04/01/2014	6860	31014	The Bold Orange (DBA)	City Brochures	0840562115	4,262.00
4636	04/14	04/01/2014	6860	31014	The Bold Orange (DBA)	City Brochures	0840562160	4,262.00
Total 4636:								8,524.00
Grand Totals:								8,524.00

*Special Check Run*

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
08-21010	.00	8,524.00-	8,524.00-
08-405-62115	4,262.00	.00	4,262.00
08-405-62160	4,262.00	.00	4,262.00
Grand Totals:	8,524.00	8,524.00-	.00

Report Criteria:  
Report type: GL detail

**STAFF REPORT**

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**Date Prepared: April 21, 2014**

**For City Council Meeting on: April 28, 2014**

**TO: Honorable Mayor and City Council**

**PREPARED BY: Kathy Woosley, City Recorder**

**APPROVED BY: Gordon Zimmerman, City Administrator**

**SUBJECT: Ordinance No. 433 an ordinance declaring a moratorium on medical marijuana facilities, and declaring an emergency.**

**SYNOPSIS:** The City at its April 14, 2014 had a first reading of Ordinance No. 433.

The Council had discussion on medical marijuana facilities at the meeting on March 24, 2014 and City Administrator Zimmerman said he would bring an ordinance regarding a moratorium on medical marijuana facilities to the April 14, 2014 meeting for Council consideration. The Council had the first reading of Ordinance No. 433 at that meeting.

**CITY COUNCIL OPTIONS:**

1. Approve and adopt Ordinance No. 433.
2. Other action as deemed desirable by City Council.

**RECOMMENDATION: Have second reading by title only. Make a motion and vote to approve and adopt Ordinance No. 433.**

**ORDINANCE NO. 433**

**AN ORDINANCE DECLARING A MORATORIUM ON MEDICAL MARIJUANA FACILITIES, AND  
DECLARING AN EMERGENCY**

**WHEREAS**, the Oregon Legislature enacted House Bill 3460 (2013) which requires the Oregon Health Authority to develop and implement a process to register medical marijuana facilities;

**WHEREAS**, House Bill 3460 (2013) directed that persons who operate or are employed by a registered medical marijuana facility would enjoy immunity from state prosecution;

**WHEREAS**, the issue of whether a local government believes a certain type of business should operate within its jurisdictional limits is a local government decision, the enforcement of which is subject to the general and police powers of that jurisdiction;

**WHEREAS**, the Oregon Legislature enacted Senate Bill 1531 (2014) which removes immunity from state prosecution for a person who is responsible for or employed by a registered medical marijuana facility located in an area subject to the jurisdiction of a city or county that enacts a moratorium prohibiting the operation of a medical marijuana facility; and

**WHEREAS**, the City Council believes it is in the best interests of the health, safety and welfare of the citizens of Cascade Locks to enact such a moratorium prohibiting the operation of medical marijuana facilities within the jurisdictional boundaries of Cascade Locks;

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

**SECTION 1. Moratorium Declared.** The City of Cascade Locks hereby prohibits the operation of any medical marijuana facility in any area subject to the jurisdiction of the City of Cascade Locks. As used in this section, "medical marijuana facility" includes any facility that dispenses marijuana pursuant to ORS 475.314 or any other provision of Oregon law.

**SECTION 2. Duration of Moratorium.** The moratorium imposed by this ordinance shall be effective until May 1, 2015, unless rescinded sooner.

**SECTION 3. Enforcement.** The City Administrator is charged with enforcement of the moratorium.

**SECTION 4. Remedies not Exclusive.** The remedies available under Senate Bill 1531 (2014) for a violation of the moratorium imposed by this ordinance are not exclusive of any other remedies available under any applicable federal, state or local law. It is within the discretion of the City of Cascade Locks to seek cumulative remedies for a violation of the moratorium imposed by this ordinance.

**SECTION 5. Severability.** If any provision of this Ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable.

**SECTION 6. Emergency.** This Ordinance being necessary for the immediate preservation of the public peace, health and safety, an emergency is declared to exist, and this Ordinance takes effect on its passage.

**FIRST READING** by the City Council this 14<sup>th</sup> day of April, 2014.

**SECOND READING and ADOPTED** by the City Council this 28<sup>th</sup> day of April, 2014.

**APPROVED** by the Mayor this 28<sup>th</sup> day of April, 2014.

\_\_\_\_\_  
Tom Cramblett, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Woosley, City Recorder

Ayes \_\_\_;

Nays \_\_\_.

## CASCADE LOCKS STAFF REPORT

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**Date Prepared:** April 21, 2014

**For City Council Meeting on:** April 28, 2014

**TO:** Honorable Mayor and City Council

**PREPARED BY:** Gordon Zimmerman, City Administrator

**SUBJECT:** EMS City Employee/Volunteer Program Discussion

**SYNOPSIS:** At our last Council meeting the mayor was interested in adopting an EMS Program that would work for the City of Cascade Locks by providing additional resources to the EMS Department during the day when the normal volunteers are away at their day jobs. Working with the City Attorney, the attached program has been developed.

Employees have two ways to "volunteer." Option 1 keeps the employee as an employee but allows him to support the EMS Department during the day. Any time worked over 40 hours per week as a result of the involvement would be compensated at the normal overtime rate. Option 2 is the true volunteer program which would allow the employee to be trained and able to respond any time during the day and after hours.

This is a discussion item only. Is this something that you would like to see adopted as policy?

## **EMS City Employee/Volunteer Program**

**Purpose:** As with most departments our emergency service (firefighter and paramedic) volunteers have jobs which take them out of the City during normal working hours. When emergency services are required during those normal working hours, our volunteers are not available to respond. In an effort to increase the workforce during normal working hours, the City of Cascade Locks offers our employees the opportunity to be trained as a Firefighter/EMS Responder to supplement the available EMS volunteers. There are two options for the employees who wish to participate.

### **Option 1: Employees Responding During Normal Working Hours Only**

**Policy:** Any City employee desiring to participate with the EMS Department will be allowed to schedule training by City EMS personnel for an average of one and a half hours per week during the employee's normal work schedule. The personnel services cost for the training time and for any response time during normal work hours after training will be borne by the employee's originating department. The employee shall not respond outside of normal work hours or remain on duty outside of normal work hours unless necessary. If the employee is required to remain on duty beyond normal working hours, the time will be compensable and subject to overtime. The cost for any equipment for the employee will be covered by the normal EMS Department budget, as with any volunteer. Employees responding to emergencies must have their supervisor's permission to respond during normal working hours, which will not be unduly withheld.

### **Option 2: Volunteers for the EMS Department**

**Policy:** Any City employee who wishes to join the regular firefighter volunteers will train during the normal training schedule of the volunteers. All training will be done after normal work hours. If the employee responds to emergency situations during normally scheduled work hours, they must account for the time away from the job through regular paid time off such as vacation hours or comp time. The cost for any equipment for the volunteer will be covered by the normal EMS Department budget, as with any other volunteer. Employees responding to emergencies must have their supervisor's permission to respond during normal working hours, which will not be unduly withheld.

These policies are built on the following foundations contained in the Personnel Handbook:

#### ***Cooperation and Teamwork***

We believe that teamwork is the foundation of a successful employment relationship. As one member of our team, you can expect to be treated with courtesy and respect by other members of the team. Likewise, you are expected to be cooperative, polite and positive in relations with co-workers, supervisors, the public and others you come into contact with through your employment. Remember that when an individual goes to work for the City of Cascade Locks, that person becomes a part of our collective team. We strongly endorse teamwork and cooperation as independent job requirements.

#### ***Temporary Assignment***

The City has the right to temporarily assign an employee to any position, in any department, when it is deemed by the City Administrator to be in the best interest of the City.

***Changes in Work Schedules and Hours***

The City needs to remain flexible in order to respond to the changing public needs. Consequently, we reserve the right to change the schedules and hours of all or any part of our work force to provide for efficient and uninterrupted service. Although we are interested in providing our employees with a stable work schedule, our ability to do so depends on our assessment of work needs and financial conditions.

April 18, 2014

**CASCADE LOCKS STAFF REPORT**

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**Date Prepared: April 22, 2014**

**For City Council Meeting on: April 28, 2014**

**TO: Honorable Mayor and City Council**

**PREPARED BY: Gordon Zimmerman, City Administrator**

**SUBJECT: Historic Columbia River Highway Signage**

**SYNOPSIS:** Please find a request from the Historic Columbia River Highway Advisory Committee Chair Wayne Stewart regarding the placement and design of signs for the old highway. Please also find the Historic Columbia River Highway State Trail Wayfinding Signage Plan.

Is the signage as proposed acceptable to the City Council? Are the locations also acceptable?

**CITY COUNCIL OPTIONS:** Approve, modify, or reject the request for signage design and placement.

**RECOMMENDED MOTION:** "I move to approve the request from HCRHAC Chair for the proposed signage and location for the designation for the Historic Highway 30."

**Legal Review and Opinion:** N/A

**Financial Review and Status:** ODOT will fund the project.

## Historic Columbia River Highway Advisory Committee

Gordon;

As we discussed on Monday, the Advisory Committee has been working with the ODOT Region 1 Traffic Unit to install "Historic Route 30" signs along the original alignment of the Columbia River Highway. As of now, signs have been installed between Troutdale and the J.B. Yeon State Park trailhead, and between Mosier and The Dalles. I have talked to the public works director in Hood River County and he is agreeable to the installation of Historic Route 30 signs in appropriate locations along Wyeth Bench Road (a section of Wyeth Bench Road at Gorton Creek is part of the original Columbia River Highway alignment).

~~The Advisory Committee would like to extend the Historic Route 30 signs through~~ Cascade Locks, if this is acceptable to the City Council. I have enclosed copies of the proposed sign (which will have a brown background), and a sketch illustrating where signs are proposed between Exit 44 (Cascade Locks) and Exit 51 (Wyeth). The ODOT staff is supportive of the proposed sign change, but will not proceed without approval from Cascade Locks. If this signage change is acceptable to the City, I will meet with the ODOT sign specialist and he will review the proposal in the field and confirm exact sign placement. ODOT will make the signs and install them when maintenance crews have time available.

Thanks you for bringing this request to the Council.

Regards,



Wayne P. Stewart, Chair  
Historic Columbia River Highway Advisory Committee

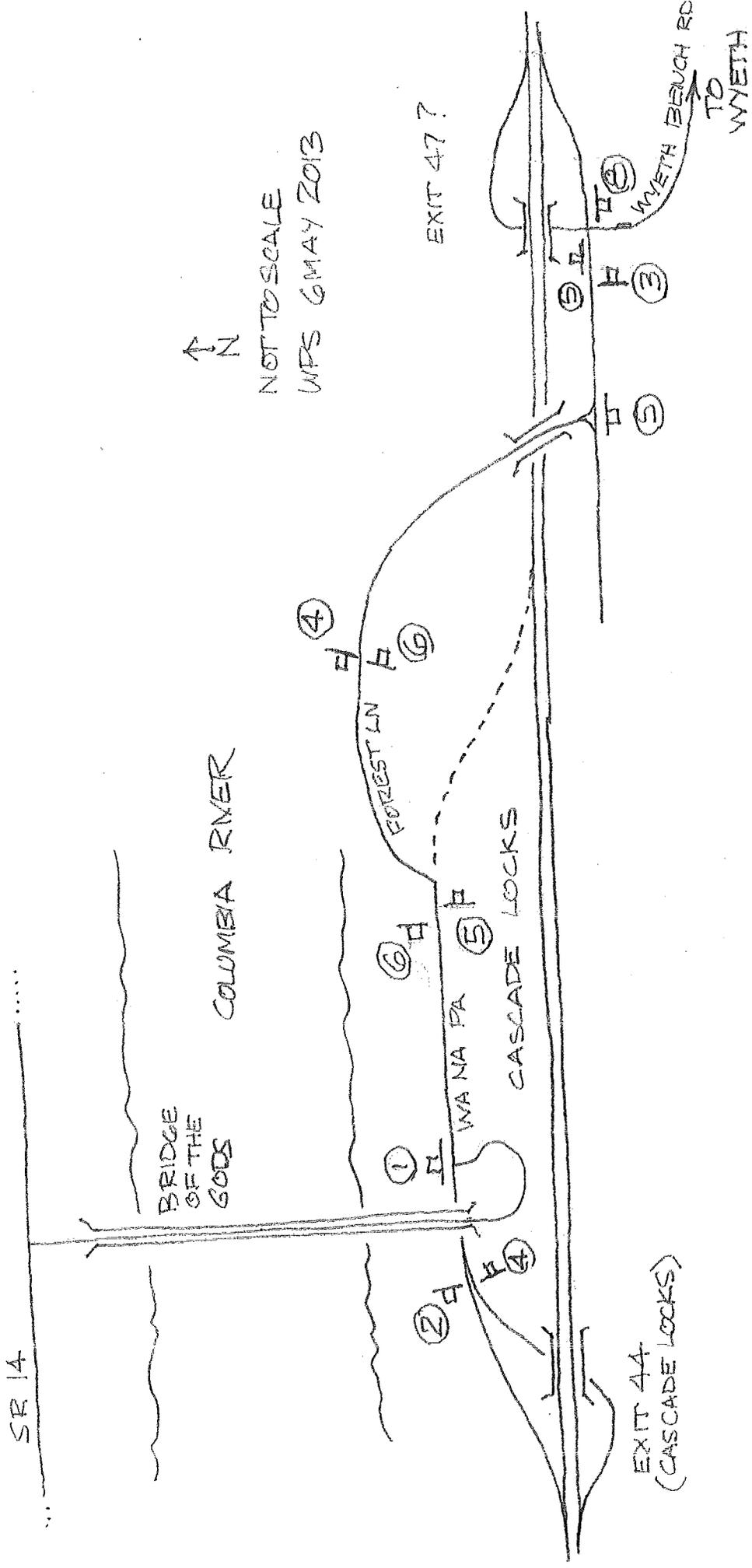
Copy: Kristen Stallman, ODOT Scenic Area Coordinator

**HISTORIC**



**ROUTE**

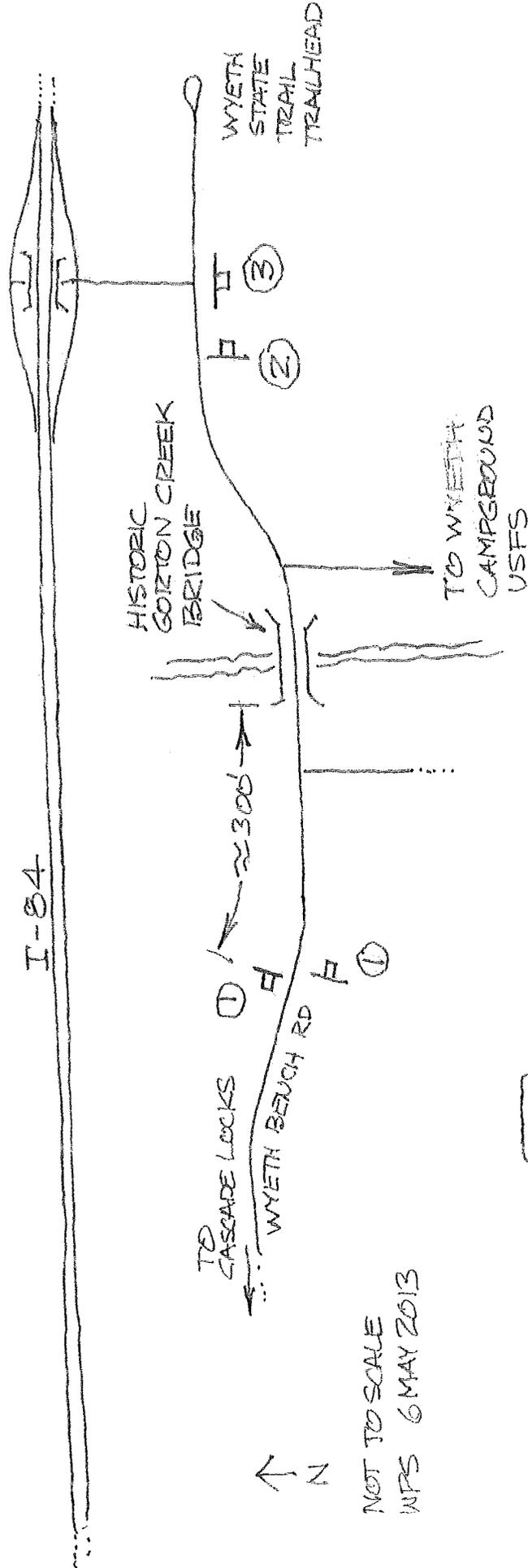
SR 14



**PROPOSED HISTORIC ROUTE 30 SIGNAGE CONCEPT**  
**CASCADE LOCKS TO WYETH**

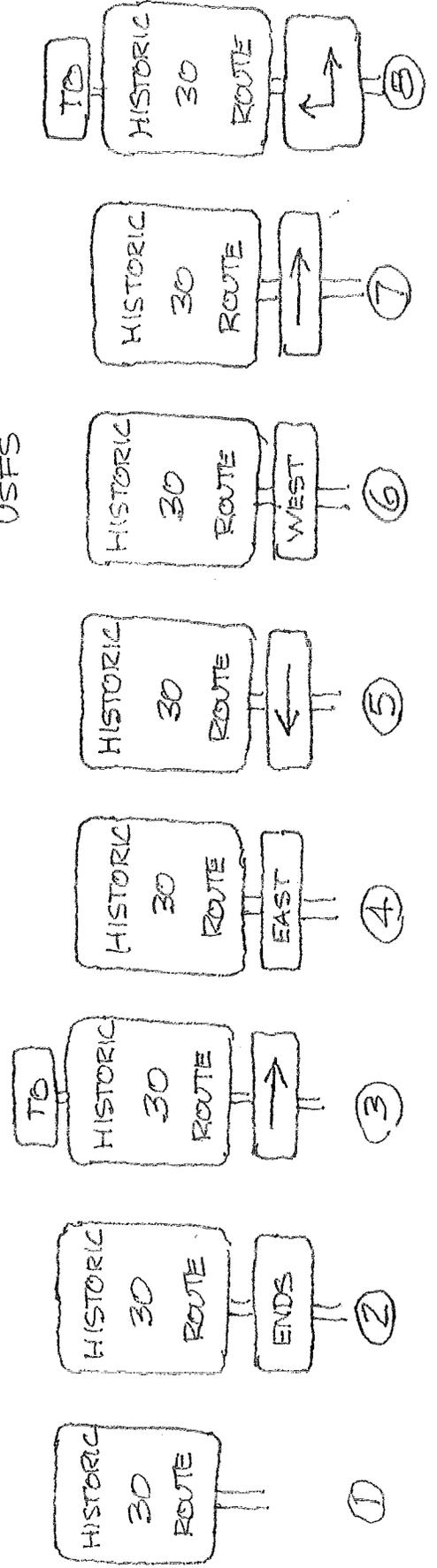
# PROPOSED HISTORIC ROUTE 30 SIGNAGE CONCEPT CASCADE LOCKS TO WYETH

EXIT 51  
(WYETH)



↑ N

NOT TO SCALE  
WFS 6 MAY 2013



# Historic Columbia River Highway State Trail

## Wayfinding Signage Plan

February 2013  
Final Report

Client  
**ODOT**

Design Consultant  
**MayerReed**  
319 SW Washington Street  
Suite 820  
Portland, Oregon 97204  
T 503.223.5953  
[www.mayerreed.com](http://www.mayerreed.com)



## Acknowledgements

**Prepared for:**

Historic Columbia River Highway Advisory Committee with  
Oregon Department of Transportation/Region 1  
Columbia River Gorge National Scenic Area Coordinator  
123 NW Flanders Street  
Portland, Oregon 97209

**Review Committee:**

Kristen Stallman, ODOT Region 1  
Sara Morrissey, ODOT Region 1  
Magnus Bernhardt, ODOT Region 1  
Wayne Stewart, Chair of the Historic Columbia River Highway Advisory Committee  
Christine Plourde, USFS Columbia River Gorge National Scenic Area  
Angie Brewer, Columbia River Gorge Commission  
Tammy Abbott, Oregon Parks and Recreation Department

**Design Consultant:**

Mayer/Reed  
319 SW Washington Street  
Suite 820  
Portland, Oregon 97204  
502.223.5953  
[www.mayerreed.com](http://www.mayerreed.com)



## **Contents**

- 1** Background & Project Goals
- 2** Roadway & Trail Sign Continuity
- 3** Existing Sign Systems
- 4** Logo
- 5** Sign Family
- 6** Trail Sign Example at Trailhead
- 7** Directional Sign Examples
- 8** Sign Type A.1 - Trail ID Signs, Large
- 9** Sign Type A.2 - Trail ID Sign, Small
- 10** Sign Type B - Directional Signs
- 11** Sign Type C - Trail Information Signs
- 12** Roadway Bicycle Route Signs
- 13** Bike Hub Concept
- 14** Merchandising Applications

## **Background**

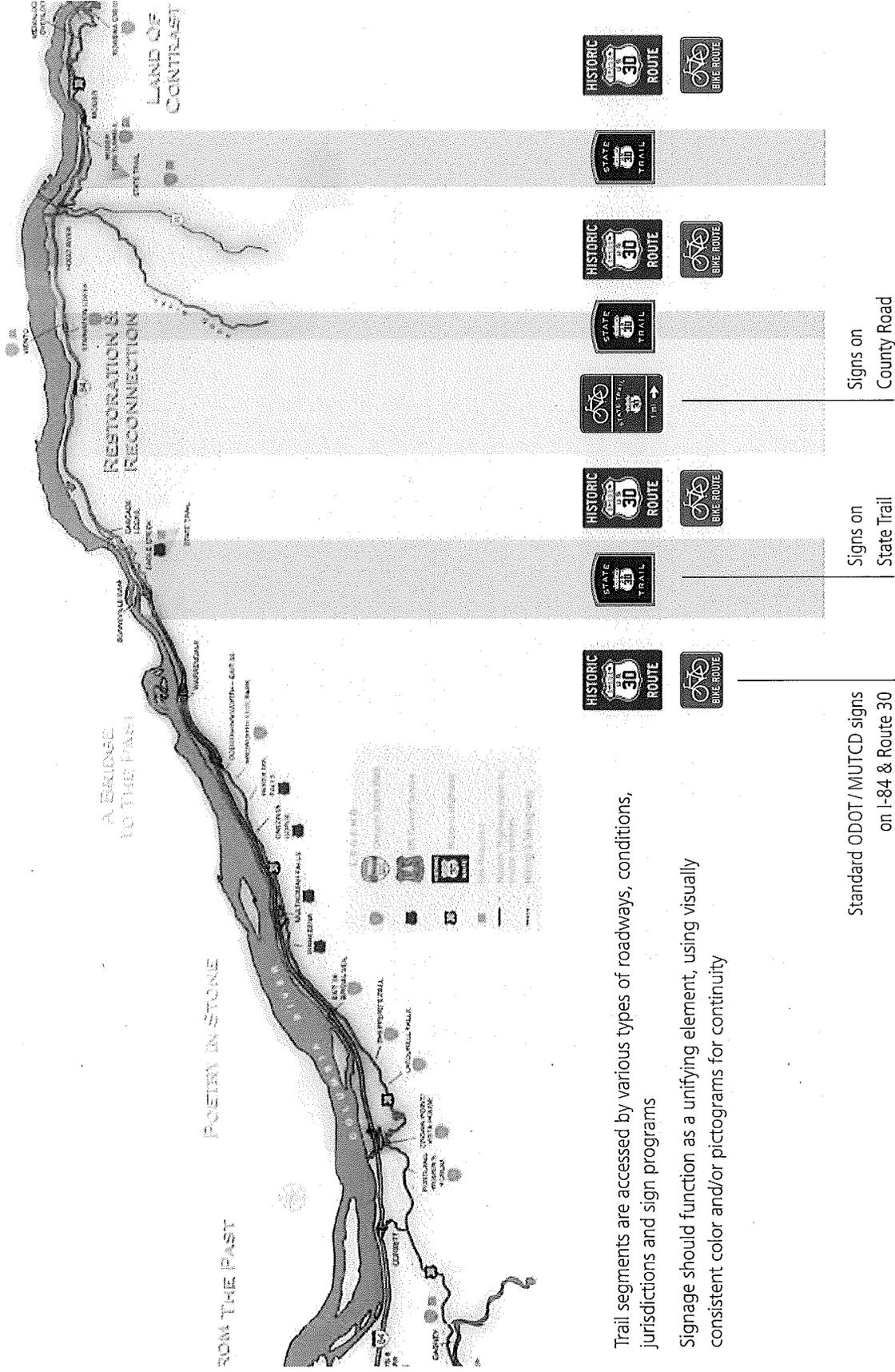
The Historic Columbia River Highway (HCRH) was constructed between 1913 and 1922 as America's first scenic highway, taking full advantage of the natural beauty of the Columbia River Gorge. By the early 1950's, Interstate 84 obliterated many sections of the highway, leaving behind abandoned segments. Today many of the segments have been restored for recreational use by bicyclists and pedestrians as the Historic Columbia River Highway State Trail.

The Wayfinding Signage Plan is intended to inform sign recommendations along the Historic Columbia River Highway and State Trail. However, some design flexibility may be required at the time of implementation. This plan may require review and approval by Columbia River Gorge Graphic Signs Committee prior to implementation to ensure consistency with the approved Graphic Signing System Plan. All necessary local and National Scenic Area permits will be required prior to sign installation except those signs allowed outright. Signs allowed outright include those signs which comply with the Manual for Uniform Traffic Control Devices.

## **Project Goals**

- Create a wayfinding strategy that connects the drivable segments of the Historic Columbia River Highway/Historic Route 30 to the Historic Columbia River Highway State Trail
- Create a wayfinding strategy that guides recreationists through the gorge while raising awareness of the Historic Columbia River Highway State Trail
- Create a sign family that clearly marks the State Trail (for use by bicyclists and pedestrians) and connects it to the Historic US Route 30 Highway (bicyclists and motorists)
- Respect the unique beauty of the Gorge and limit the proliferation of signs
- Comply with the intent of the Historic Columbia River Highway State Trail Guidelines and the National Scenic Area Sign Plan

# Roadway & Trail Sign Continuity



- Trail segments are accessed by various types of roadways, conditions, jurisdictions and sign programs
- Signage should function as a unifying element, using visually consistent color and/or pictograms for continuity

Standard ODOT / MUTCD signs  
on I-84 & Route 30

Signs on  
State Trail

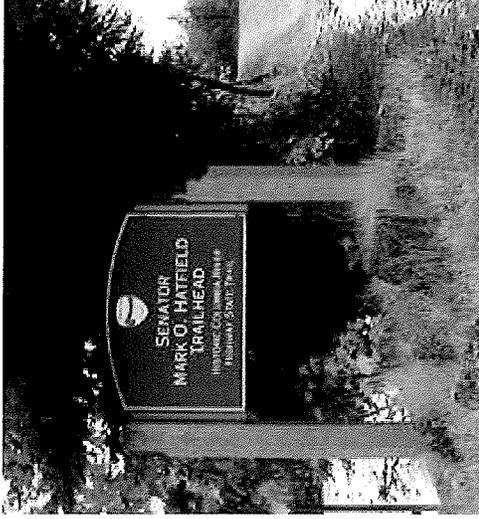
Signs on  
County Road

## Existing Sign Systems



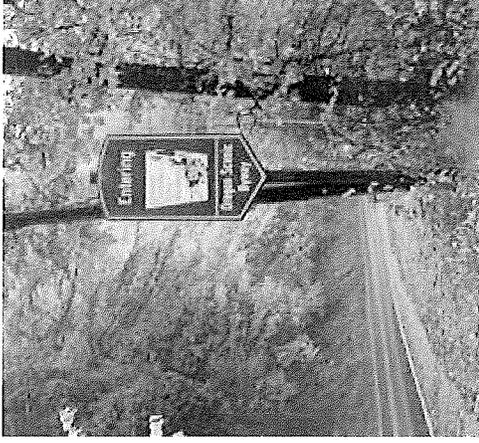
Historic Route 30 sign

- Color - MUTCD/ODOT brown background, as used for recreational guide signs and historical/cultural destinations
- Material - reflective vinyl on aluminum
- Shape - rectangular
- Font - Interstate



National Scenic Area (NSA) identification sign - Graphic Sign System

- Color - dark green background, developed specifically for use in the National Scenic Area
- Material - routed wood
- Shape - arched top
- Font - Copperplate



Oregon Scenic Byway sign

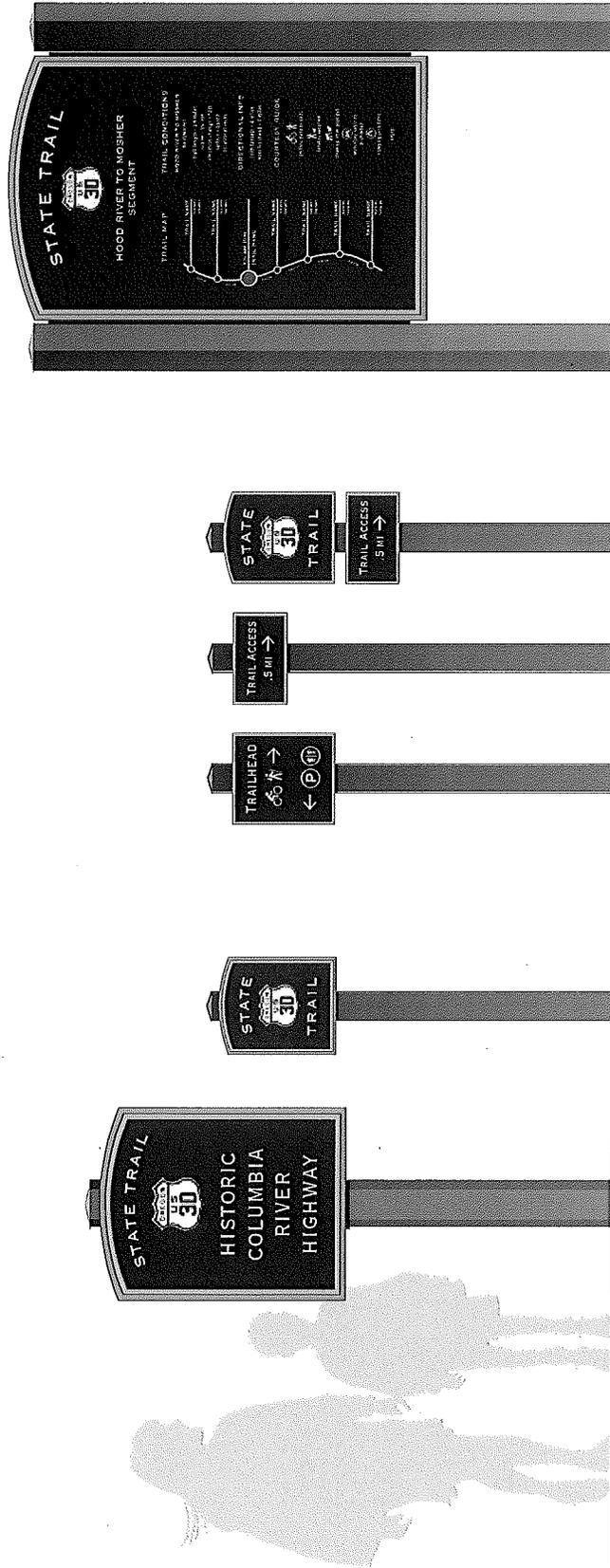
- Color - dark green background, developed specifically for use in the National Scenic Area
- Material - reflective vinyl on aluminum
- Shape - arched top, chevron bottom
- Font - Interstate

## Logo



- The intent of the logo is to visually connect the Historic Highway and the State Trail
- The logo consists of the words "STATE TRAIL" on a curved baseline, recalling the curved top of the National Scenic Area signs. The words are paired with the Oregon "US 30" shield. These parts must appear together to form the logo
- The name appears in a single, curved line above the shield, or may appear in an alternate configuration with name split above and below the shield, for use in a vertical format
- The "US 30" Shield functions as a pictogram, which is more recognizable from a single glance, at a greater distance and at a greater speed, than text alone
- Color - green is consistent with the National Scenic Area Sign Plan
- Font - Copperplate Gothic 31AB is consistent with the National Scenic Area Sign Plan
- Shape - the key words are emphasized by the arched shape recalling NSA signage.

# Sign Family



**Sign Type A.1**  
Trail ID - Large

- Locate large identification sign displaying full name at main trailhead entry
- Sign to be prominently visible from parking area and located close to bollards at trail access
- Locate small identification sign with abbreviated name at secondary trail access or as required for confirmation along trail

**Sign Type A.2**  
Trail ID - Small

- Locate directional signs on trail at key decision points and to direct to features and amenities, including distance where appropriate
- Panel sizes can vary
- Use pictograms where possible
- Directional sign may be paired with ID panel off-trail or when identity is needed

**Sign Type B**  
Directional Signs

**Sign Type C**  
Trail Information Sign

- Locate trail information sign at trailhead where no OPRD signs exist
- Map includes "you are here", trail features and distance between segments
- Trail characteristics includes slope, pitch, paving, segment length, etc.
- Safety & regulations include hazardous conditions, prohibited activities, courtesy guide, etc.
- Site planning will be required to appropriately locate Sign Type C

## Trail Sign Example at Trailhead



Locate large Trail Identification sign prominently at trailhead away from other signs. Locate 3' minimum, 5' maximum from trail edge

Remove miscellaneous existing signs and consolidate messages on Trail Information Sign where possible to avoid clutter and redundancy

Locate Trail Information sign away from Trail ID sign but near entrance to trail  
Remove existing information

## Directional Sign Examples



### Off Trail -

- Use small Trail Identification sign paired with Directional sign to trail access
- Display distance where applicable
- Signs off trail may or may not be allowed depending on jurisdiction

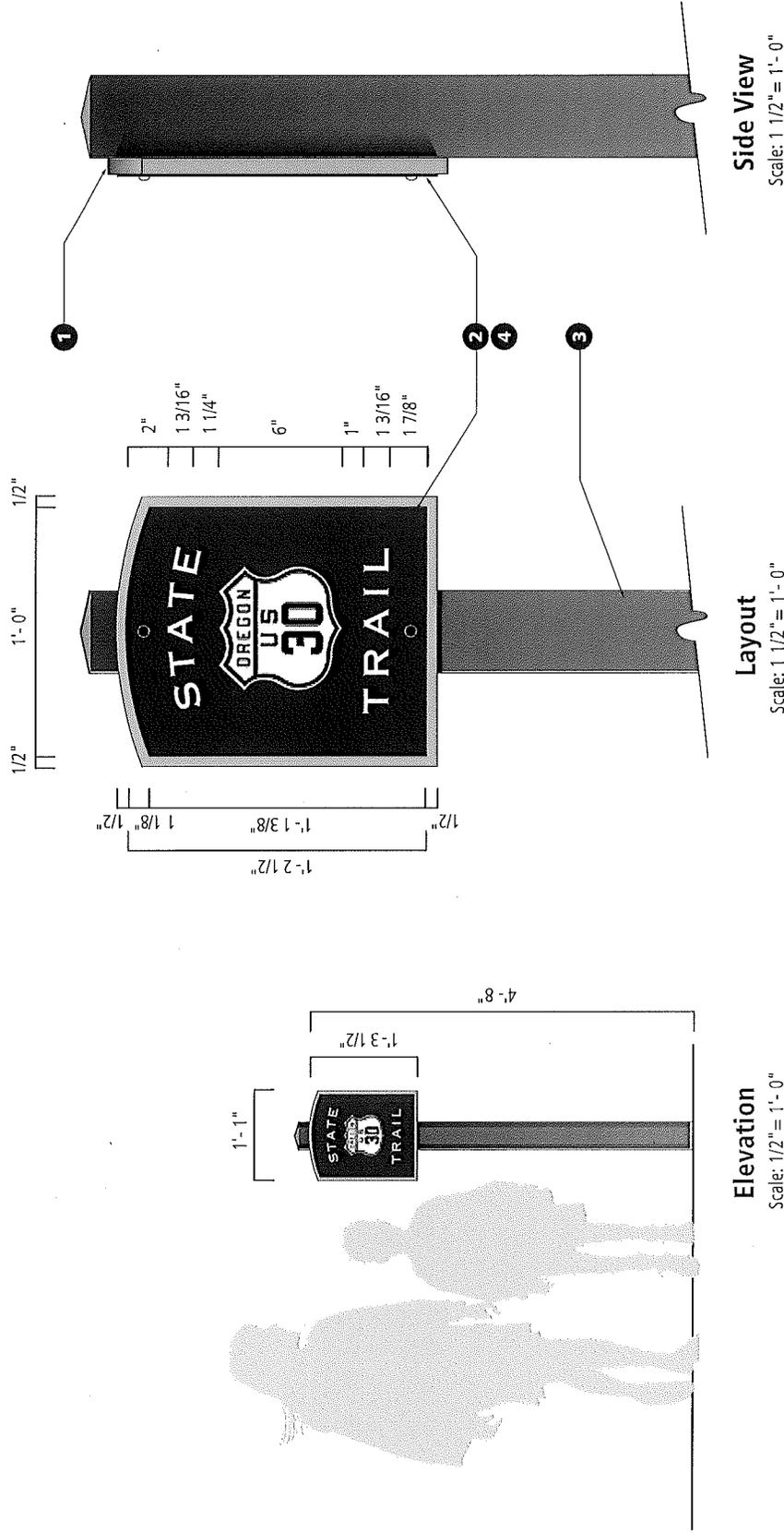


### On Trail -

- Use Directional signs on trail at decision points, and to direct to upcoming points of interest and amenities
- Signs on trails should be kept to a minimum

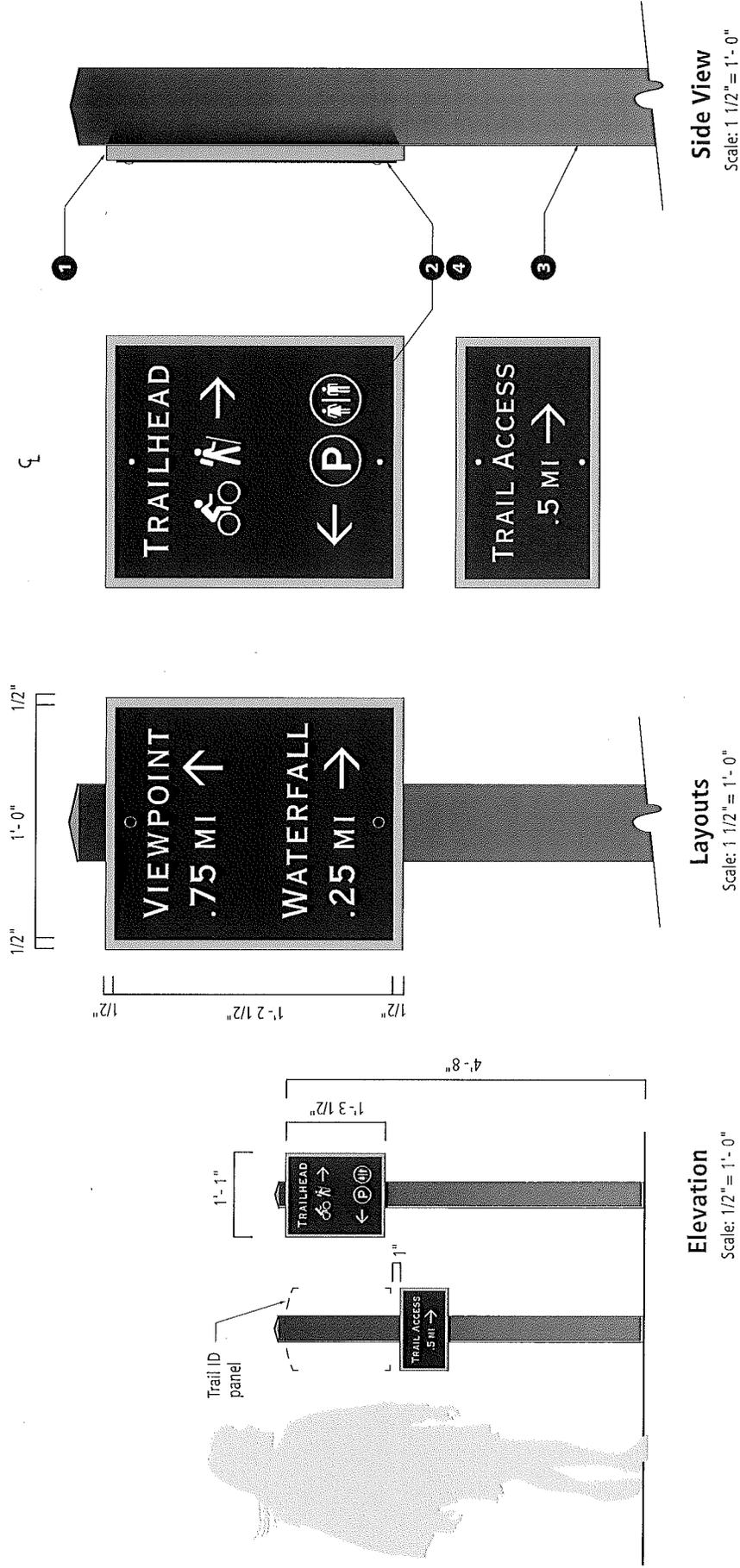


## Sign Type A.2 - Trail ID Signs, Small



- 1 Sign Panel - exterior grade wood, 3/4" thick, painted to match NSA tan all surfaces
- 2 Sign Face - painted aluminum to match NSA green, 1/8" thick, with white vinyl text and shield, mount to face of wood backer
- 3 Post - 4" square wood
- 4 Fonts - Copperplate 31AB (for STATE TRAIL) & 29BC (for HCRH) to match NSA font family

# Sign Type B - Directional Signs



## Elevation

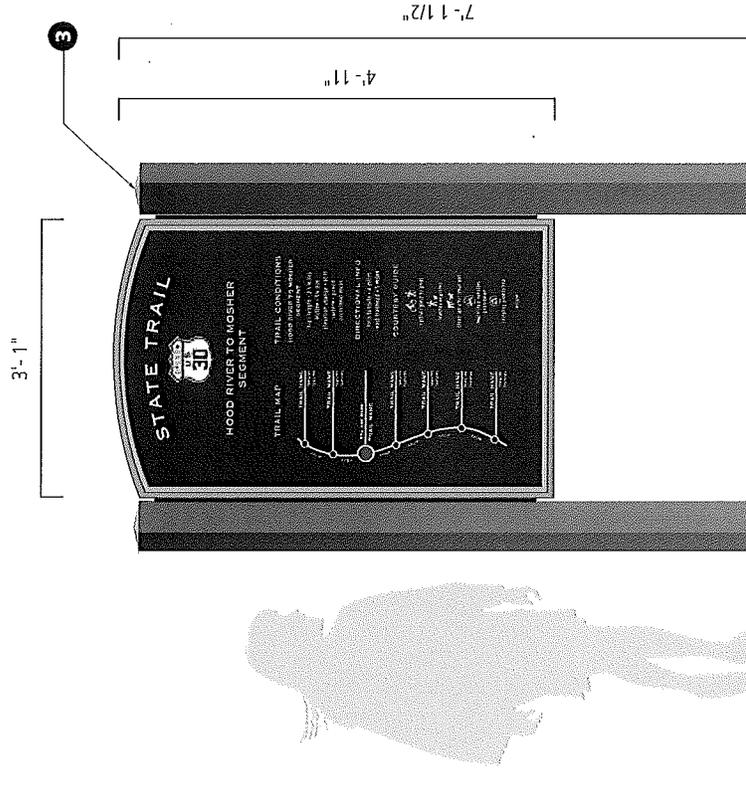
Scale: 1/2" = 1'-0"

## Layouts

Scale: 1 1/2" = 1'-0"

- 1 Sign Panel - exterior grade wood, 3/4" thick, painted to match NSA tan all surfaces
- 2 Sign Face - painted aluminum to match NSA green, 1/8" thick, with white vinyl text and graphics, mount to face of wood backer
- 3 Post - 4" square wood
- 4 Fonts - Copperplate 31AB to match NSA font family

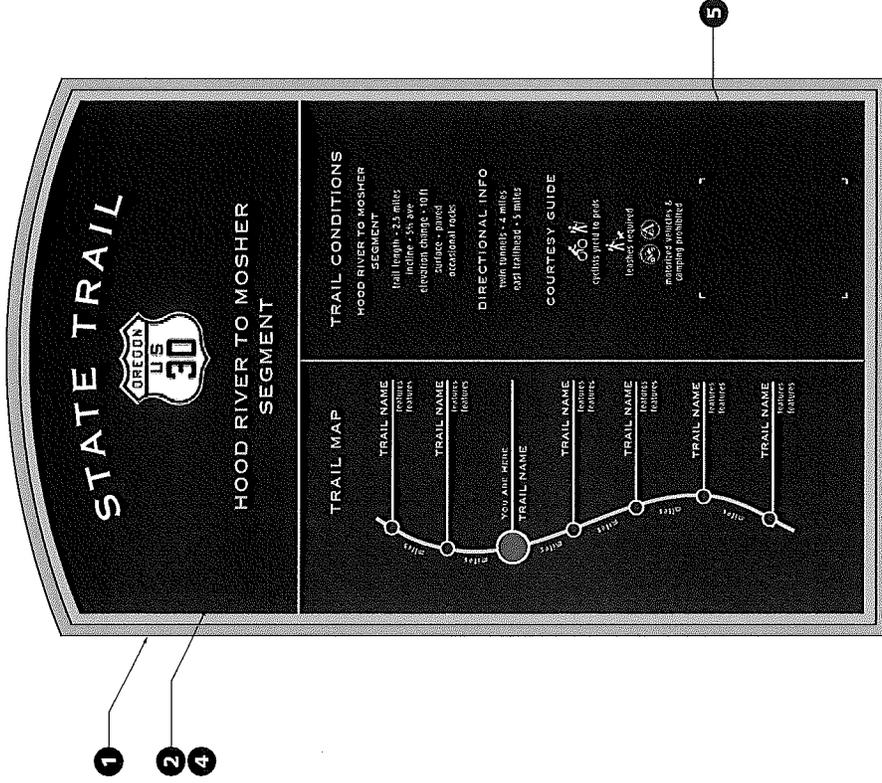
## Sign Type C - Trail Information Signs



### Elevation

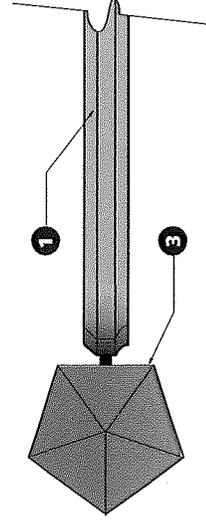
Scale: 1/2" = 1'-0"

- 1 Sign Panel - fabricated wood with routed edges, painted to match NSA tan all surfaces, detailed to match NSA sign plan
- 2 Sign Face - painted aluminum to match NSA green, 1/8" thick, with vinyl, screenprinted or digitally printed text and graphics, inset into wood backer to allow for separate panel updates
- 3 Post - 7" pentagram-shaped precast concrete posts to match NSA Sign Plan
- 4 Fonts - Copperplate 31AB & 29BC to match NSA font family
- 5 Changeable area to post temporary information
- 6 This sign type is not presently identified in the Graphic Signing System Plan; additional reviews will be required prior to implementation by the GSS Committee so that this sign type can be incorporated in the GSS plan



### Layout

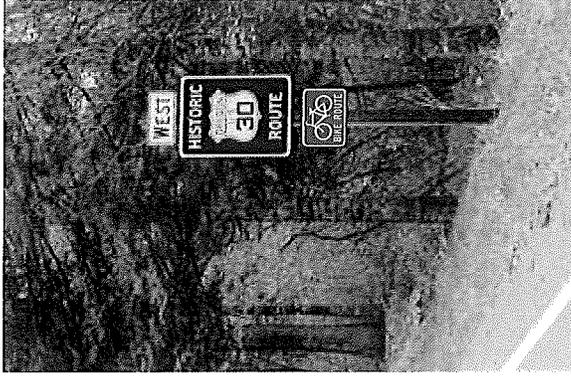
Scale: 1" = 1'-0"



### Top View

Scale: 1 1/2" = 1'-0"

## Roadway Bicycle Route Signs



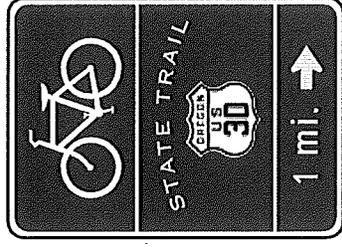
Recommendation on Historic Route 30



Recommendation directing to Historic Route 30



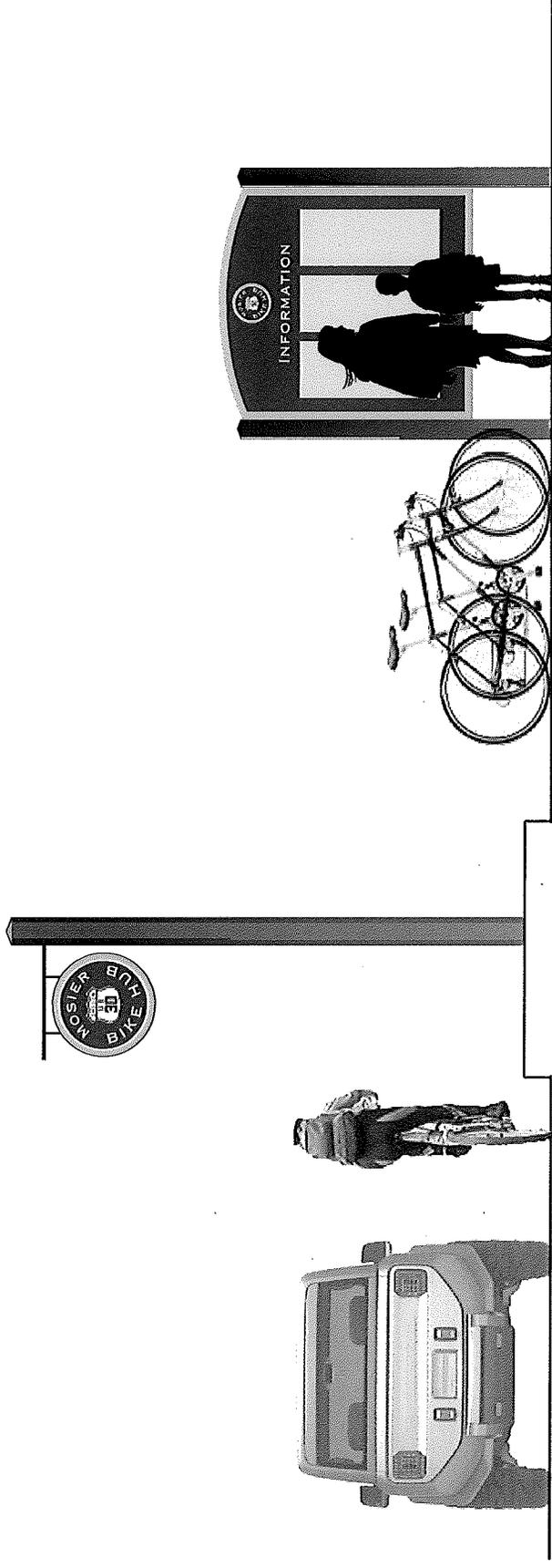
Recommendation directing to State Trail



Recommendation for sign directing to State Trail

- Add more Historic Route signs to raise awareness and enhance visual connection to State Trail signs
- Consider adding bike route signs along highway to remind motorists to “share the road” and to direct to State Trail
- Consider bike route sign displaying State Trail logo to improve wayfinding continuity at key intersections

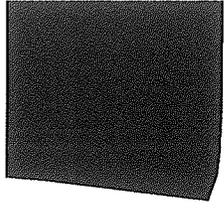
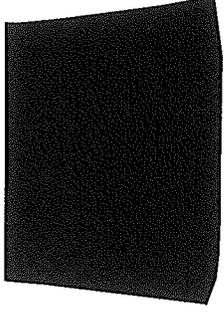
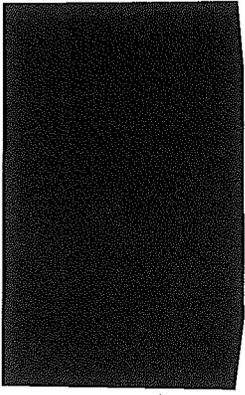
## Bike Hub Concept



The creation of a network of community operated Bicycle Hubs bridges the gap between State and Federal maintained State Trail facilities and Travel Oregon's economic development initiatives. Bike Hubs are envisioned in Troutdale, Cascade Locks, Hood River, Mosier and The Dalles to support and promote bicycle tourism along the State Trail.

Bike Hub amenities may include basic bike repair station, water, toilet, information kiosk, local history and interpretive displays. The information kiosk should include trail map, community bulletin board and a directory of bike friendly businesses.

Create a brand identity for the bike hubs that allows for each community's name to be incorporated into the Bike Hub sign.



- Logo examples for promotional and marketing applications
- Marketing applications - print media, website, trail brochures, maps
- Promotional applications - apparel, accessories, etc.

## CASCADE LOCKS STAFF REPORT

---

**Date Prepared:** April 22, 2014

**For City Council Meeting on:** April 28, 2014

**TO:** Honorable Mayor and City Council

**PREPARED BY:** Gordon Zimmerman, City Administrator

**SUBJECT:** Finance Committee Policy Recommendation

**SYNOPSIS:** At the Finance Committee's April 21 meeting a discussion was held concerning recent issues that could have impacted the City from a financial standpoint. The Committee voted 5-0 to make a recommendation to the City Council that the City does not acquire equipment or start a new program without the consent of the Council. Is the Council interested in codifying this recommendation into a formally adopted resolution? What parameters should be considered? Is there a dollar amount that would trigger such consent? If the project is included in the budget, and the budget is adopted, does formal consent require a separate action by the Council? If the Council has outlined a purchase or policy in the annual planning session and adopted as a formal goal, are there times when the Council would like to make another formal approval? Are there other concerns besides equipment or program? If staff has a creative idea that requires some development or research before Council approval, at what point should staff bring that information to the Council? Are there any other questions that need to be asked?

With the input from the Council a policy can be developed for adoption by the Council, if desired.

**CITY COUNCIL OPTIONS:** Council discussion only.

**CASCADE LOCKS STAFF REPORT**

---

**Date Prepared:** April 22, 2014

**For City Council Meeting on:** April 28, 2014

**TO:** Honorable Mayor and City Council

**PREPARED BY:** Gordon Zimmerman, City Administrator

**SUBJECT:** Finance Committee Procedure Recommendation

**SYNOPSIS:** At the Finance Committee's April 21 meeting a discussion was held concerning the Oregon Municipal Electric Utilities (OMEU) and the City's participation in the organization. Among other questions raised which will be discussed elsewhere was does the Council wish to see the minutes from the meetings or does the Council wish to receive a summary from these meetings? The recommendation from the Finance Committee was that a report of some sort be made to the Council so the Council is aware of benefits from OMEU membership. I have included the minutes from the last meeting for your review.

**CITY COUNCIL OPTIONS:** Council discussion only.

**MEETING MINUTES**  
**Oregon Municipal Electric Utilities Association**  
**Board Meeting**  
**Canby Utility Board Administrative Offices - Board Room**  
**154 First NW First Avenue**  
**Wednesday, March 19, 2014**  
**10:00AM**

**Members Present:**

**Jeff Nelson, Springfield Utility Board (SUB)**  
**George Cress, Forest Grove Light & Power**  
**Matt Michel, Canby Utility Board (CUB)**  
**Carl Patenode, City of Drain**  
**Kem Carr, McMinnville Water & Light**  
**Gordon Zimmerman, City of Cascade Locks**

**Guests: Paul Garrett, Bonneville Power Administration (BPA); Diego Ochoa, BPA; Bob Cornelius, Canby Utility Board; Keith Terry, Cascade Locks**

**Staff: Beth Vargas Duncan**

**1. Call to Order**

Jeff Nelson called the meeting of the OMEU Board to order at 10:07AM.

**2. Approval of OMEU Board Meeting Minutes for January 27, 2014**

MOTION: Carl Patenode moved to approve the minutes and Matt Michel seconded the motion. Jeff called for the vote on the motion. The motion passed unanimously.

**3. OMEU Budget and Administrative Update**

Beth Vargas Duncan explained that the latest budget would be available in early April 2014, shortly after the OMEU Board meeting.

Beth provided additional information.

- Boldt Carlisle & Smith will perform OMEU audit this summer for 2013
- Nate Rivera will start as the Electric Utilities Superintendent with Hermiston Energy Services at the end of March 2014.
- SUB is applying for FEMA reimbursement after the past winter storm –McMinnville still does not have a signed APPA mutual-aid contract
- OMEU agreed by consensus to co-host APPA's Business & Financial Conference in Portland September 14-17, 2014
- OMEU's past intern Jason Sierman will graduate from law school this May and is looking for a position in the Energy field.
- Another student from Willamette School of Law inquired about interning at OMEU.

**ACTION:** Beth will check as to the source of why OMEU does an annual financial review.

ACTION: Beth will send the latest APPA Mutual aid agreement to Kem Carr.

#### **4. APPA Rally Overview**

Beth and Jeff provided highlights from the 2014 APPA Rally in Washington DC. Beth said she was joined by Jeff Nelson, OMEU President and General Manager of Springfield Utility Board (SUB); SUB Vice Chair Pat Riggs-Henson; Eugene Water & Electric Board Commissioners John Simpson and James Manning; Katherine Schacht, Director at Emerald People's Utility District; and Scott Corwin, Executive Director of the Public Power Council.

The topics lobbied involved:

1. Supporting the current fundamental mission and functions of Bonneville Power Administration including balancing fish & wildlife concerns with reasonable and affordable rates for power
2. Preserving public power's access to tax exempt financing through municipal bonds which is particularly important for upgrading aging infrastructure as well as addressing needs related to integrating renewables
3. Actively understanding our concerns about the possible creation of an Energy Imbalance Market (EIM) as the Northwest Power Pool effort develops it will need to demonstrate a net value to Northwest consumers without expanding FERC jurisdiction, and that the decisions around next steps for BPA on the topic should remain in the region.
4. Advocating for commonsense grid security – both cyber and physical security laws

Jeff Nelson suggested OMEU staff continue to work with Governor's office on the spill issue.

ACTION: Beth will follow-up with Margi Hoffman about the Oregon Department of Fish and Wildlife's (ODFW) proposed 10 year spill test.

#### **5. Proposed Spill Test Update**

Matt Michel said that several utility representatives including Jason Heuser, Eugene Water and Electric Board (EWEB); Ted Case, Oregon Rural Electric Cooperatives (ORECA); Dan James, PNGC Power; and Scott Coe, Emerald PUD, met with the Oregon delegation of Northwest Power and Conservation Council (NWPPCC), Bill Bradbury and Henry Lorenzen as well as NWPPCC staff members Leanne Bleakney and Karl Weist on March 10, 2014.

Matt reported that much of the discussion actually concerned energy efficiency in response to Henry's questions. Henry asked, what are Oregon utility's issues with energy efficiency? Scott and Matt replied that they believe utilities generally are only indicating concerns about how to balance energy efficiency in a business cost analysis. Canby's load growth and energy efficiency has been very steady.

Regarding spill, Matt noted that ODFW expressed concerns about smolt adult returns (SARs). During the meeting, utility representatives explained that the spill concept is a bad idea. The Council said that it is fine to ask the question. Matt cited a statement within the Independent

Advisory Science Board (ISAB) report regarding ODFW's proposed spill test, that ...more rigorous study with controls [Matt Michel – do you have the specific cite or quote?]

Finally, Matt said that Karl Weist expressed concerns about how BPA will negotiate the Coded Wire Tag (CWT) funding issue.

All agreed there should be more regular meetings, at least every six months, between the Oregon council members of NWPCC and the Oregon utilities.

**ACTION:** Beth will coordinate with other utility representatives to have at least every six months.

## **6. Legislative Session Debrief**

Beth referred to previous reports and highlighted HB 4126 which passed and allows certain Consumer Owned Utilities (COUs) to use unbundled Renewable Energy Credits (RECs) to comply with the Renewable Portfolio Standard (RPS), as well as HB 4119 a public contracting bill disallowing discussion of price until after a candidate is selected for certain engineering design, planning or surveying type contracts – HB 4119 failed this session, but the concept is expected to arise again during the 2015 session.

## **7. Power and Transmission for Small Utilities**

Diego Ochoa, Transmission Account Executive with BPA provided an update. BPA Management – Elliot Mainzer has been selected as the 15<sup>th</sup> Administrator of BPA. With Elliot as Administrator, Safety has been added as a fourth core value at BPA. Regarding the hiring issue, BPA has worked through about 50% of external cases and brought about 22 people on board. BPA expects about 17 more, with the possibility of another 20 or so. Names and titles of the new executives are included in an organizational chart available at BPA's website. BPA's long term priorities involve the Columbia River Treaty and developing long term capital investments. There are still a lot of old lines to rebuild and bring lines up to code. They are replacing wood poles and related lines – at same kV level. [See BPA projects online].

Transmission Grid security – After the Wall Street Journal published articles about a sniper attack on PG&E infrastructure, there has been added discussion about cyber and physical grid security at the federal level with FERC, BPA and others joining discussions to identify critical infrastructure. A couple of such identified items are a part of the BPA system. There is also concern that it may take weeks or months to recover from such an attack since replacements may have to come from overseas. George asked whether the federal Buy America would apply to BPA's equipment.

**ACTION:** Diego will check into whether there is a Buy America requirement for substations.

Paul Garrett, Power Account Executive at BPA also shared current information. Paul said that BPA held a public meeting on March 14, 2014 related to how much the Provisional Contract High Water Mark (CHWM) amounts will be retained as part of preference customers' Regional Dialogue contracts. BPA will accept comments on this issue through March 25, 2014. Once BPA has the numbers – load following customers retaining provisional Contract Demand Quantities

(CDQs) will go up and will lower your bill all the way to the start over the contract. This will involve a one-time calculation. If there is a credit, BPA will spread it out over several bills starting in May 2014 and hopefully end with the July 2014 bill. Tier One Cost Allocator (TOCA) might see billing changes back to last October 2013 – this will be put into place for the next rate period.

In the future, there could mean more headroom for preference customers. Paul ran some rough figures and estimated there may as much as 50kW for a 10MW utility.

Oversupply – BPA issued a draft Record of Decision (ROD) on Oversupply in February 2014 and the final document is due toward end of March 2014. Under the current draft, preference customers will bear about 72%; the wind cost also went up about 14%. Paul commented that this is not a 50-50 split, but it does keep some of the costs out of the preference bucket, which is progress after concerns that the FERC comments could have pushed the preference share to 100%.

### **8. Update on OMEU Committees & Regulatory Issues**

Beth said that she had previously emailed summary notes regarding the January 2014 Energy Efficiency Task Force meeting, but she noted that Matt Tidwell from BPA did present information related to BPA's new Energy Efficiency modeling tool.

Beth mentioned that the Engineering and Operations Committee had not met since OMEU's past Board meeting; the next meeting is April 1, 2014 at Forest Grove Light and Power. One of the items on that agenda will be a presentation from Gary Nieborsky, Distribution Engineering & Operations Manager at Central Lincoln PUD regarding Central Lincoln's newly revised Emergency Preparedness Plan and information related to Gary's new role with the APPA Mutual aid Work Group.

Beth said she will be a member of ODOE's new Advisory Committee that is being created per the added Energy Supplier Assessment transparency requirements HB 2807 (2013). The first meeting is expected to occur in April 2014.

**ACTION:** Beth will ask the Engineering and Operations Committee about their trainings - who they use for training, the number of persons they need trained etc.

**ACTION:** After Beth gains more information about training from the Engineering & Operations Committee, she will inquire with PGE as to whether there is there any way to revisit they indemnity clause with their training.

Kem said Beth could refer PGE to him for more details about concerns regarding the indemnity clause.

### **9. Roundtable**

Cascade Locks

Gordon Zimmerman said that Beth came to make a presentation about OMEU to Cascade Locks' Finance Committee on March 17, 2014 and she answered questions for about 2 hours. Cascade

Locks is currently at about 7.5 AMW and they are headed toward 8AMW in next two to three years, so they need the proper infrastructure in place. It is looking positive for Nestle to locate in Cascade Locks within the next couple of years. The added growth in Cascade Locks' industrial park will help balance costs.

#### Drain

Carl Patenode expressed concern about BPA's continued expenses related to procuring additional land –they recently bought more property for fish and wildlife. Carl said that Malcom Drilling has moved into Drain and renovated the industrial facility. Regarding Pacific GeoSource, the City just completed site plans and GeoSource will start construction of a 40,000 square foot building. Drain is doing more undergrounding of electrical equipment in the city. Carl said the City will start tomorrow on its budget. They are building a \$8.5M sewer plant, two tribes Calwich [sp?] and Grand Rond are interested in digging soil. They are working through the process and are about 30% through design with hopes to have design done this summer. Carl said they will do a “one stop” and be able to choose funding the financing option which will work best for Drain.

**ACTION:** Beth will follow-up on nonpayment of pole attachment fees in Drain.

#### Forest Grove

George Cress reported that Forest Grove has a 200 lot development and another 100 lot subdivision – all of the lots are ready to be built. Pacific University is going to add more student housing. The City of Forest Grove participated with McMinnville in a natural food processing fair in Anaheim; there were about 80 companies from Oregon including Chaucer and Summit Foods, and about 100 others. George also mentioned that utilities should be aware of the growing need for data centers in the future. He understands that Intel has about 69 data centers now.

#### Canby

Matt Michel said CUB is continuing a long term project with switch gears that would blow-out. Safety being a concern, Canby will be replacing all of their Cooper switch gears; they built this project into their 5 year plan. George said they had issues with Okonite going out too.

CUB has a large load in coming soon, Oldcastle Precast. They make molding for concrete vaults. CUB negotiated a phase-in of their options and then CUB can work-in some of the related needs into CUB's capitol plan. Without this phased-in approach, the new load would have to pay for all related upgrades. CUB is upgrading to 750 cable underground. Keith Terry asked about whether there are BPA Energy Efficiency funds for wire. Kem Carr said that for certain kW savings, it can qualify (you do study and they review it) and BPA may reimburse some costs. This reimbursement would come out of the utility's conservation project funding from BPA.

City of Canby is looking at LED street lights in one area. CUB asked vendors to model the current illumination pattern already in place and compare it against a LED configuration that would provide similar illumination. The City of Canby does not yet have a standard for public lighting. Any new development in Canby will likely be LED in the future. The City owns the street lights, but CUB puts them in place.

SUB visited CUB about AMR meters. They piloted 10 Nighthawk meters. CUB looking to be able to ride route and obtain reads. They will shift FTE as appropriate.

#### McMinnville

Kem Carr said they are working on a \$4.9M project for a 36 bore for a horizontal line. They are also working on a Walnut City substation rebuild; it should go online in another month or so. Kem said they also did a transformer installation.

#### Springfield

Jeff said that SUB submitted its application for Reliable Public Power (RP3) and received 99/100. SUB also completed their WECC audit with no findings.

### **10. Public Input on Non-Agenda Items**

No members of the public provided input.

### **11. Future Meetings**

Beth said that Bo Downen, from Public Power Council has agreed to speak at next Board meeting on the spill issue and NWPCC's 7<sup>th</sup> Power Plan. The next Board meetings is June 24, 2014 (Forest Grove Light & Power will host)

### **12. Adjourn**

The meeting adjourned at 1:47 PM

#### **Minutes Prepared by:**

**Beth Vargas Duncan, Executive Director**

Approved by the OMEU Board on \_\_\_\_\_.

**Note: Embedded hyperlinks within this document are for the convenience of the reader only – content of such links is not a part of OMEU's approved minutes.**

**City of Cascade Locks  
Finance Committee  
Monday, March 17, 2014  
7:00 pm, City Council Chambers  
Minutes**

Attendance: Mayor Tom Cramblett  
City Councilor Bobby Walker  
City Councilor Richard Randall  
Nancy Renault  
Darlene Sullenger  
Tiffany Pruitt  
Arni Kononen  
Gary Munkhoff (arrived late)  
Sandra Kelley (arrived late)

Audience: Cody Steelman

Staff: City Administrator Gordon Zimmerman

1. Call to Order/Pledge of Allegiance at 7:01 p.m. by Mayor Cramblett
2. Approval of February 18, 2014 minutes; Moved by Darlene Sullenger, seconded by Arni Kononen. Motion passed 6-0-1.
3. OMEU Executive Director Beth Duncan-Vargas presented a power point presentation about the Oregon Municipal Electric Utilities, its history and activities. There was considerable discussion about the benefits of a municipal utility, the disadvantages of being subject to the Public Utilities Commission (PUC), the other trade associations which help monitor the Bonneville Power Administration (BPA), the relationship between BPA rates and municipal (consumer owned utilities) rates, and the operation and administration practices of municipal utilities. Ms. Vargas-Duncan left at 9:12.

After a short break, the Finance Committee reconvened to discuss the following three agenda items at length.

4. Review of Electric Rate History
5. Review of BPA Power Cost History
6. Review Electric Department's Beginning Fund Balance and Capital Reserve Account

Committee Member Renault left at 9:50 p.m.

At 10:20 City Administrator Zimmerman asked if the Committee would like to continue to the next agenda item or leave it for the next committee meeting.

Sandra Kelley said to leave it for the next meeting.

Arni Kononen moved to adjourn, seconded by Tiffany Pruitt.

Mayor Cramblett said he wanted to talk about other matters and concerns, specifically having the Forensic Accountant review water and sewer rates. After a suggestion that we let the Forensic Accountant complete the task already assigned, Mayor Cramblett adjourned the meeting at 10:25 p.m.

# CITY of CASCADE LOCKS

## *Minutes*

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TOURISM COMMITTEE MEETING, Monday, April 10, 2014, 6:00 PM, The Bold Orange

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1. **Call Meeting to Order & Roll Call** – The meeting was called to order at 6:00pm. TM Lipps, TM Shelley, TM Miller, TM Baseman and TC Carron were present. TM Fine joined the meeting at 6:30pm. RARE Rebecca Sergeant was also present.
2. **Amendments to the Agenda** – Added: discussion of 2014 Governor’s Conference, Garage Sale Days appraiser.
3. **Comments by the General Public** – none
4. **Discussion/Declaration of Potential Conflicts of Interest** – TM Shelley will abstain from voting on the PCT bandana ad.
5. **Approval of Bills** – None
6. **Approval of Minutes** – Tabled
7. **New Business:**

- A. **Ad Buys** – TC Carron stated that she believed the Committee should pay the \$200 cost for logo inclusion on the PCT bandana project. The logo had previously been offered for free.

**Motion:** TM Lipps motioned, seconded by TM Baseman, to pay \$200 for printing the Tourism Committee logo on the bandana being made for Pacific Crest Trail hikers. The motion passed with four votes, TM Shelley abstaining.

**Consensus:** The Tourism Committee will not place an ad within the Hood River News publication “Columbia River Gorge Visitor’s Guide.”

### 8. **Old Business:**

- A. **Governor’s Conference on Tourism** – TM Miller stated that she would not be planning to attend the conference.

**Motion:** TM Shelley motioned, seconded by TM Miller, to pay up to \$850 admission and lodging for TM Lipps and RARE Rebecca to attend the Governor’s Conference on Tourism. The motion passed unanimously.

- B. **Bike Racks** – TM Lipps presented a near-final draft of the Bike Rack Program sign-up worksheet. A few minor changes were noted by the group. The Cascade Locks Business Association will be administering the program, and the Tourism Committee will send funds for the purchase of the unfinished racks, pending Council approval.

**Motion:** TM Miller motioned, seconded by TM Baseman, approving the worksheet with noted edits, and present the Bike Rack program to Cascade Locks City Council. The motion passed unanimously.

- C. **Garage Sale Days** –TM Miller urged the importance of getting the word out about the appraiser she has arranged for Saturday of the event. Use of flyers, the public access channel, and signage was discussed. To avoid mis-conceptions about the term “antique,” the event will be called a Vintage and Collectible Appraiser Show.

## 9. RARE Report

- A. **Flash Report** – Input was requested for the May 2014 Flash Report, and plans were made to distribute it early because there’s several events happening early-on in the month.

## 10. Tourism Committee Member Reports & Events

- A. **Carron** – Please attend The Bold Orange’s storefront grand opening on May 3<sup>rd</sup>.
- B. **Fine** – none
- C. **Baseman** – none
- D. **Shelley** – none
- E. **Lipps** – none
- F. **Miller** – Budget clarification questions, including about the local Museum. She would like to see some more information about how the Museum runs financially, to be able to make informed decisions in the future when the Committee is supporting them. Also, she would like to attend a seminar in Stevenson, WA about social media.

**Consensus:** TM Miller and TM Baseman will attend the seminar on April 15<sup>th</sup> called “Maximizing Your Online Marketing Potential,” and submit receipts for reimbursement of the \$10 per person admission.

## 11. Adjournment –

**Motion:** TM Shelley motioned, seconded by TM Fine, to adjourn the meeting at 6:50pm. The motion passed unanimously.

# CITY of CASCADE LOCKS

## *Minutes*

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TOURISM COMMITTEE MEETING, Monday, April 07, 2014, 4:00 PM, Cascade Locks Ale House

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1. **Call Meeting to Order & Roll Call** – The meeting was called to order at 4:08pm. TM Fine, TM Lipps, TM Shelley, TM Miller, and TC Carron were present. TM Baseman joined the meeting at 4:43pm. City Administrator Gordon Zimmerman, RARE Rebecca Sergeant, Port Marketing Manager Holly Howell, and Cascade Locks Museum Representatives JoAnn Wittenberg and Pat Powers were also present.
2. **Amendments to the Agenda** – Added: discussion of 2014 Governor’s Conference
3. **Comments by the General Public** – Cascade Locks Museum Representative JoAnn Wittenberg stated that the Museum will be open daily except for Mondays this year, beginning on May 1<sup>st</sup>. The Museum plans to request money from the Tourism Committee for miscellaneous things. On Saturday, the 17<sup>th</sup> of May they will host a treasure hunt to cater to local residents. TM Shelley inquired about the possibility of a Pacific Crest Trail exhibit within the museum.

Port Marketing Manager Holly Howell announced that Marine Park facilities are open and on May 1st the Sternwheeler, Cafe and Museum will be operating for the season. New this season, the Portland Spirit will be utilizing a boat called “The Explorer” to run daily between Cascade Locks and Portland with 6 dedicated bicycle spaces on board. The Port is happy to partner with the Tourism Committee on events and buildings are available for this purpose.

4. **Discussion/Declaration of Potential Conflicts of Interest** – None
5. **Approval of Minutes** – Tabled
6. **Approval of Bills** – None
7. **New Business:**
  - A. **Budget** – CA Zimmerman requested to lead the discussion. The amount of Transient Lodging Taxes collected has increased this year over last year, which in-turn increases the Tourism Committee’s budget. The Committee will not put in an application for the RARE program, but will instead look to hire a part-time contract employee to maintain some of the projects and tasks that RARE Rebecca put into place.  
**Motion:** TM Fine motioned, seconded by TM Shelley, to approve the budget per this discussion. The motion passed unanimously.
  - B. **Ad Buys** –  
**Motion:** TM Lipps motioned, seconded by TM Fine, to spend up to \$200 in print ads for Garage Sale Days in Hood River News, Skamania Pioneer and Willamette Weekly. The motion passed unanimously.
8. **Old Business:**
  - A. **Governor’s Conference on Tourism** – TM Lipps and TM Miller will attend. If lodging costs can be minimized, RARE Rebecca may also attend.
  - B. **Garage Sale Days** – TM Miller has arranged for an antique appraiser for Saturday, April 26<sup>th</sup>. A couple of hotels are interested in offering specials for the weekend, to be included in the

event advertising. The Committee would like to include coupons to local businesses on the map, as was initiated last year. TC Carron feels that an 11x17 size map will be the appropriate size to include all the event information.

**Motion:** TM Fine motioned, seconded by TM Lipps, to order up to \$50 of 11x17 paper for the purpose of printing maps for Garage Sale Days. The motion passed unanimously.

- C. Oregon Travel Experience** – Ad for the Multnomah Falls I-84 parking area kiosk: invoice was due on March 14<sup>th</sup> 2014. Waiting on design and production of the advertisement, previously discussed and voted on.
- D. Bike Racks** – The Cascade Locks Business Association will be a partner in this project by providing a membership incentive that makes these bike racks free to local businesses. TM Lipps is updating the one-page summary of the program and outlining the options for installation, powdercoating and semi-customized emblems.
- E. Gorge Hubs Concept** – Port Marketing Manager Holly Howell showed a digital presentation of what a “recreational hub” is, and how it stands to benefit and unify the community. She explained that there’s a strong group behind the effort to implement Gorge Hubs, including Oregon Department of Transportation, Columbia River Gorge Commission, Cities of Mosier, The Dalles, Hood River, Corbett, Troutdale and Wood Village, to name a few.

**Consensus:** The Cascade Locks Tourism Committee supports the Gorge Hubs concept by signing the Declaration of Support document.

## 9. RARE Report

- A. Signage Grant** – Rebecca has researched documents about signage requirements and found that the city’s transportation plan, section 6.4.2 Bicycle System, states that “signing should conform with the State Bicycle and Pedestrian Plan.” She showed a picture of what the state standard looks like. To get a clearer idea as to the scope of the project, Rebecca is in the process of obtaining cost estimates.
- B. New Events** – Some new events in our area that others are initiating include an anniversary celebration of the Locks Approach Disc Golf Course on May 2<sup>nd</sup>, a motorcycle club event this summer, and a Porche Club gathering in August.
- C. CLBA/Port Tollbooth Coupon** – At the most recent CLBA meeting, Interim Port Manager Paul Koch had proposed an idea to boost business in town during the winter by passing out local coupons via the Bridge of the Gods Tollbooth. This wouldn’t involve the Tourism Committee per se, but does align with the Committee’s goals.
- D. Flash Report** – The April 2014 report was passed out to the members who did not already receive a copy.

## 10. Tourism Committee Member Reports & Events

- A. Carron** – Planning The Bold Orange’s storefront grand opening for May 3<sup>rd</sup>.
- B. Fine** – none
- C. Baseman** – none
- D. Shelley** – Collecting logos for PCT Bandanas. Will include the Cascade Locks Tourism logo for no cost. Soggy Boots hiking group is going strong. Has an idea for a 1977 Corvette Club.
- E. Lipps** – none
- F. Miller** – Has an indoor shoulder-season event idea: an event called “The Nature of Words” is held in the Wallowas as well as Central Oregon annually. Perhaps Cascade Locks could be host to one as well? Something to look into.

**11. Adjournment –**

**Motion:** TM Baseman motioned, seconded by TM Lipps, to adjourn the meeting at 6:20pm. The motion passed unanimously.

MATTHEW T. ENGLISH  
SHERIFF

BRIAN ROCKETT  
CHIEF DEPUTY



MARITA HADDAN  
911 COMMANDER

TERRY L. BRIGHT  
CHIEF CIVIL DEPUTY

JERRY KEITH  
EXECUTIVE ASSISTANT

## CASCADE LOCKS MONTHLY REPORT

March 2014

1. **TOTAL CALLS FOR SERVICE: 111** (Includes follow-ups, Officer initiated, agency assist, ect.)
2. **TOTAL PRIORITY CALLS: 3**
3. **TOTAL CRIMES/CALLS AGAINST FAMILIES: 1**
4. **TOTAL CASE NUMBERS ISSUED: 7**
5. **TRAFFIC STOPS: 27**
6. **TOTAL ANIMAL CONTROL CALLS/CITATIONS: 2**

Additional Investigative Support: Deputy Guertin, Deputy Paulsen, Deputy Smith and Sgt. Hughes.  
Case numbers include: S140226, S140242, S140248, S140251, S140277, S140285 and S140288.

Deputy Harvey worked 26.24 hours within the City of Cascade Locks (Time Off /CBA). Hood River County Sheriff's Office Personnel worked an additional 81.56 hours within the City of Cascade Locks, (Sgt.Castaneda, Deputy Carmody, Deputy Anderson, Deputy Stefanini, Deputy Smith, Sgt. Flem, Reserve Deputy Pivarunas, Deputy Paulsen, Deputy Guertin, Deputy Cozad, Reserve Deputy Stewart, Deputy Lerch, Reserve Deputy Linker and Sgt.Hughes.

**The information reflected above is supported by the Hood River County Sheriff's Office Monthly report for the City of Cascade Locks. The information in the support documents must be cleansed Per ORS 192.501 & 192.502, but is on file to support this excerpt.**

Brian Rockett  
Chief Deputy