

CITY of CASCADE LOCKS

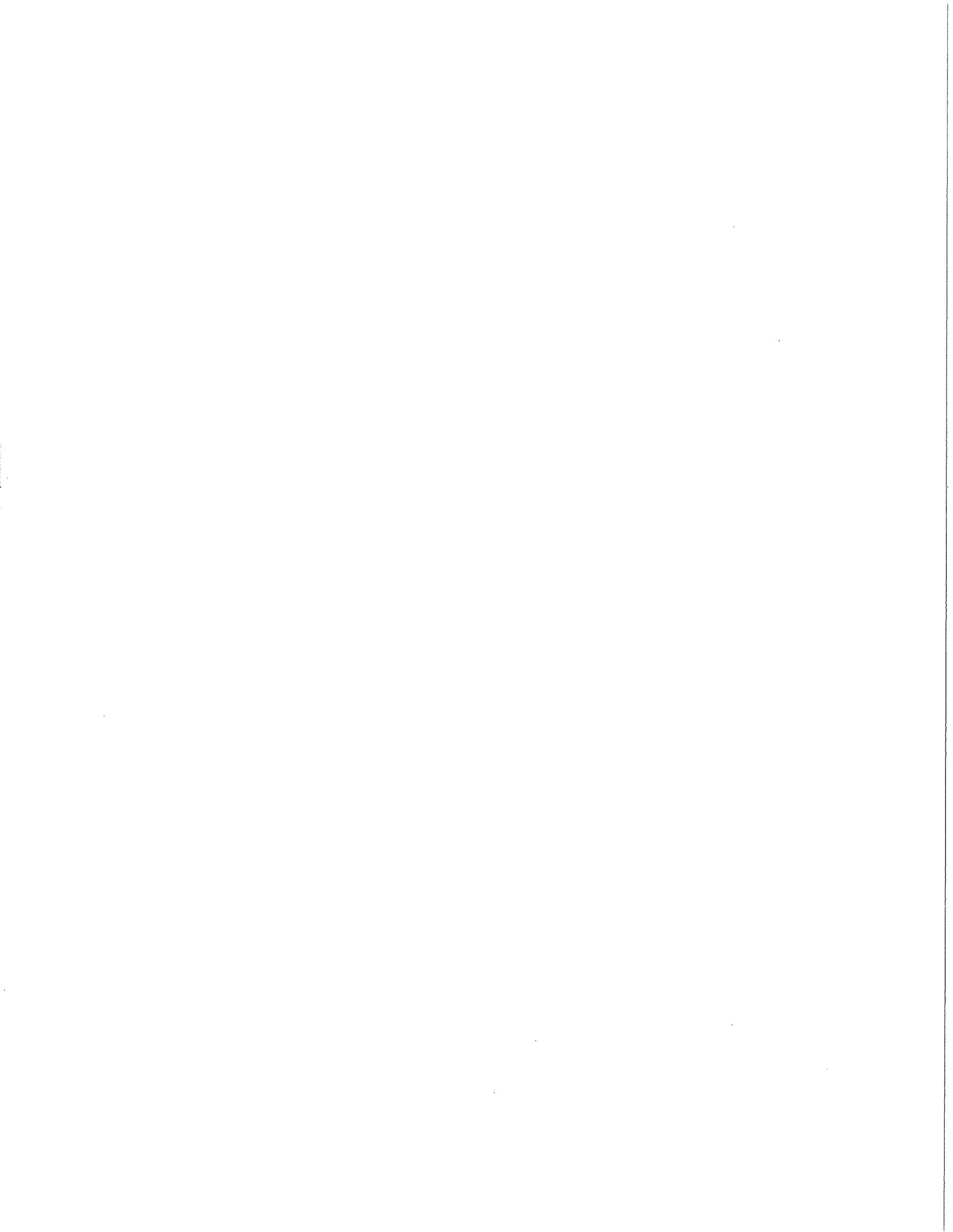
AGENDA

CITY COUNCIL MEETING, Monday, November 24, 2014, 7:00 PM, CITY HALL

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

1. **Call to Order/Pledge of Allegiance/Roll Call.**
2. **Additions or amendments to the Agenda.** (The Mayor may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged.)
3. **Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
 - a. **Approval of November 10, 2014 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$ 122,890.47.**
 - c. **Proclamation with November 4, 2014 Election Results.**
4. **Public Hearings.**
5. **Action Items:**
 - a. **Appointment to Committees.**
 - b. **Approve Resolution No. 1320 Authorizing Waste Connections, Inc., (Hood River Garbage) to Set Charges and Rates for Providing Services.**
 - c. **Approve Resolution No. 1318 Authorizing a Budget Amendment for the Purpose of Paying Engineering Costs for the Water Project during the Fiscal Year 2014/2015.**
 - d. **Adopt Ordinance No. 437 Providing for Operation of Cemetery of Cascade Locks, Oregon.**
 - e. **Approve Resolution No. 1319 Setting Rates for Cemetery Use.**
 - f. **Approve Contract with Onstott, Broehl, and Cyphers, P.C. for Audit Services.**
 - g. **Approve Incorporation of City of Cascade Locks' Wildfire Protection Plan into the County Wide Protection Plan.**
 - h. **Discussion of Cable TV Rates.**
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** (Comments on matters not on the agenda or previously discussed.)
7. **Reports and Presentations.**
 - a. **City Committees.**
 - b. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session per ORS 192.660 2 (e) re: Real Property Transactions.**
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 Fitzpatrick, Randall, Walker (7:02), Helfrich, Busdieker, and Mayor Cramblett were present. CM Groves was excused. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, Finance Officer Marianne Bump, Peter Rugh, and Camera Operator Betty Rush.
2. **Additions or amendments to the Agenda.** Mayor Cramblett said Hood River Garbage could be moved ahead if they show up during the meeting. CA Zimmerman said there would not be an executive session.
3. **Adoption of Consent Agenda.**
 - a. **Approval of October 27, 2014 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$ 123,930.83.**

Mayor Cramblett read the list of items on the Consent Agenda. **Motion:** CM Busdieker moved, seconded by CM Helfrich, to approve the Consent Agenda. The motion passed unanimously by CM's Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.
4. **Public Hearings.** None.
5. **Action Items:**
 - a. **Appointment to Committees.** None.
 - b. **Approve Second Reading and Adopt Ordinance No. 435 Asserting Jurisdiction over the City Right of Way and Providing for the Uniform Management of the Use of the Right of Way for Utilities.** CA Zimmerman gave the second reading of Ordinance No. 435. **Motion:** CM Helfrich moved, seconded by CM Busdieker, to adopt Ordinance No. 435 asserting jurisdiction over the City right of way and providing for the uniform management of the use of the right of way for utilities.

Mayor Cramblett said he just received a pamphlet from League of Oregon Cities on this subject. He said it seems that the legislature is talking about this same issue. CA Zimmerman said large companies competing with Century Link don't use the right of way because their services are delivered through the airway. He said Century Link is trying to level the playing field because they have to pay franchise and right of way fees. He said this ordinance helps the City to control and manage its right of way.

CA Zimmerman read Ordinance No. 435 by title only. The motion passed unanimously by CM's Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.
 - c. **Approve First Reading of Ordinance No. 437 Providing for Rules and Regulations and Control Concerning Care, Placing of Monuments, Planting of Shrubs, Government, and Operation of Cascade Locks Cemetery of Cascade Locks, Oregon and Repealing Ordinance No. 151.** CA Zimmerman read Ordinance No. 437 by title only.

CM Busdieker said she was confused about the exact difference in memorial and monument and how the ordinance also states in one place that you can't do that and in another place that you can. She referred to the definitions in Section 1, subsections 4 and 5. CA Zimmerman read definitions. CM Helfrich said definitions would be needed. CA Zimmerman added that definitions would be needed for clarification of what is or is not allowed. CM Busdieker asked why subsection 4 of Section 5 would need to be included if we don't do this. She said this section would indicate that we do this. CM Randall asked for a definition of niche plates as mentioned in Section 1, subsection 4. CA Zimmerman explained what a niche plate is. Mayor Cramblett suggested Staff review the ordinance and make necessary corrections.
 - d. **Approve Purchase of Caselle Energy Assistance Module in the Amount of \$ 2,700.00.** CA Zimmerman said the City budgets money to help citizens with energy assistance along with funds they receive from Mid-Columbia Community Action Council (MCCAC). He said currently staff tracks manually. He said this has been budgeted for and now asking for approval to purchase the module from Caselle. FO Bump stated this module wasn't available when the City purchased Caselle. She said Caselle designed this module because a lot of cities and counties were getting energy assistance funding so they designed a program to help track those funds for citizens to see on their utility bills. FO Bump said that citizens

continually call because they don't remember the amount they've received and what has been used. CM Randall asked how long the program would be good for. FO Bump said as in all programs it would be updated and would be used as long as citizens were receiving money for energy assistance. CM Busdieker said the contract shows an increase in maintenance and support of \$35.00 per month. FO Bump explained that the module is \$2,700.00 and the contract and maintenance expense would be an additional \$35.00 per month if we get the module.

CM Walker asked how many customers receive energy assistance. FO Bump said she reviewed the last two years and there were 74 citizens that receive funds from one or both of the energy assistance programs. CM Walker asked if those citizens come into the office multiple times a year. FO Bump explained the funding starts in October and sometimes continues through March depending on available funding. CM Walker said he was trying to determine how much staff time has to be put towards tracking these funds. FO Bump said a lot of Kari's time goes into helping the customers with this and a lot of phone calls to MCCAC.

Motion: CM Fitzpatrick moved, seconded by CM Helfrich, to approve the purchase of the Caselle Energy Assistance Module in the amount of \$2,700. CM Busdieker said she wants to clarify that there will be an increase to maintenance and support of \$35.00 per month and that the increase won't over-expend the budget. FO Bump said the amount is covered in the budget. The motion passed with CM's Fitzpatrick, Randall, Helfrich, Busdieker, and Mayor Cramblett. CM Walker opposed. CM Walker said he opposed because he thinks there is plenty of office staff and didn't think it was a good value.

e. Approve Contract with Dave Griffin for Contracted Public Work Services. CA Zimmerman said the City has used Dave Griffin for consulting Public Works Superintendent since 2011 and would like to continue his contract for the next two years. He said the City has reduced time for Mr. Griffin's services since certifying employees, which was the intended plan. CA Zimmerman said the City does use Mr. Griffin with infrastructure issues and he will be a valuable resource during the water project. **Motion:** CM Helfrich moved, seconded by CM Walker, to approve the second amendment to the Consulting Public Works Superintendent Agreement with Mr. David Griffin until October 31, 2016. CM Fitzpatrick said it will be good to have him to oversee the inspections for the water project. CA Zimmerman said an engineer is needed for the water quality reports so Mr. Griffin can sign those for us. He said he also coordinates his trips with the City as he is also contracted by the Port. The motion passed unanimously by CM's Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.

f. County Wide Protection Plan for Fighting Wildfires. CA Zimmerman said the County is updating their County Wide Protection Plan and SC Metheny is recommending that our Plan get adopted into the County's Plan and that we also have a committee to meet annually, which could be the Council and could be incorporated into a regularly scheduled council meeting. **Motion:** CM Randall moved, seconded by CM Busdieker, to accept the recommendation of SC Metheny and direct him to work with Hood River County to effect these changes. CM Walker said he would want to see the County Wide Plan before he votes on this. CM Busdieker suggested the Council receive the plan via email for review. CM Randall amended his motion to approve the creation of a Wildfire Protection Committee into the current plan and to review the County's Plan before endorsing. The amended motion passed unanimously by CM's Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett.

g. Railroad Quiet Zone Discussion. CA Zimmerman said he received numerous reports on the creation of a railroad train whistle quiet zone. He said there are 10 rail crossings documented on the Federal Railway Administration database between the Bridge of the Gods and Herman Creek Lane. He described the crossings that would not be subject to train horns. He said he also reviewed the risk assessment and mitigation for each crossing.

CM Randall suggested contacting Skamania County to ask them for information. He said they were not successful in mitigating their crossings. CM Walker asked if the City could have an update on actual existing crossings after making application and questioned where 10 crossings were. CA Zimmerman said

he could ask them to verify the crossings. Mayor Cramblett said he couldn't see pursuing the time and effort when there isn't going to be any money to pay for the mitigation. CM Walker said the trains themselves are noisy and then there are bells on the crossings.

Mayor Cramblett said he went to look at a crossing near White Salmon, Washington and that particular crossing doesn't seem to fit the required mitigation standard. CA Zimmerman said he would try to get the crossings verified and ask about an extension on the existing crossing arms.

6. Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community. None.

7. Reports and Presentations.

a. City Committees. None.

b. Hood River Garbage (Erwin Swetnam). CA Zimmerman said there is an increase of \$.36 per week proposed by Hood River Garbage. Mayor Cramblett said there has been an increase every year. He said Hood River Garbage does a good job for the City and the City has used other companies in the past without any success. CM Walker asked if there could be a representative from Hood River Garbage available at the next meeting. CA Zimmerman said he would contact Mr. Swetnam.

c. City Administrator Zimmerman Report. CA Zimmerman gave his report (Exhibit A). Council gave consensus to start the process for filling the vacant paramedic position and to proceed with the hiring process for the electric lineman position. CM Walker said he has a conflict and would not participate in discussion regarding the hiring of the lineman as he is a family member. There was consensus of Council to discuss the hiring of employees in Executive Session.

8. Mayor and City Council Comments. CM Helfrich thanked all that voted and for supporting the EMS fee. CM Busdieker also thanked voters and said she is looking forward to serving the City. CM Walker thanked those that voted and for those that wrote him in. He said tomorrow is Veteran's Day and thanked Veterans for our freedom. CM Fitzpatrick said it was good to be able to attend the meeting in person and congratulated all on their re-election. CM Randall said that a cold blast has been forecast and warned all to be ready and to remember outdoor pets. He said our community doesn't have anything scheduled to honor Veterans but said that Hood River and The Dalles have some programs and mentioned a program being held at Anderson Tribute Center. Mayor Cramblett said the City and the EMS Department are operating under a tight budget and he appreciated the votes for the EMS Department fee. He urged citizens to stop by our local cemetery to honor our Veterans here.

Mayor Cramblett said there have been questions about whether a Councilor should be on tourism or have a job with the City. Mayor Cramblett read Section 12 of the Charter. He said this particular position is not an employee of the City. He said the City contracts with people and as long as that person announces whether they have a direct or indirect conflict they can participate as a Councilor. Mayor Cramblett said he spoke with the City Attorney regarding this issue. He said he knew that Deanna was aware of this and will do a good job.

Mayor Cramblett asked about the fees and charges for paying the utility bills online. He asked if the City could absorb those fees. CA Zimmerman said the Council chose the option for fees to be passed on to customers. He said that the customers have other options that would not cost them. He said if they choose to use Point and Pay they would have to pay those fees and those fees go directly to that company. He said the City doesn't receive any portion of that. CA Zimmerman said the City already has a tight budget. He said maybe this could be offered in the future. CM Helfrich said this fee is a convenience fee and the customer chooses and should pay for the convenience.

9. Other matters. None.

10. Executive Session per ORS 192.660 (2)(e) re: Real Property Transactions. None.

- 11. Adjournment. Motion:** CM Helfrich moved, seconded by CM Busdieker, to adjourn. The motion passed unanimously by CM's Fitzpatrick, Randall, Walker, Helfrich, Busdieker, and Mayor Cramblett. The meeting was adjourned at 8:23 PM.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

Tom Cramblett, Mayor



(541) 374-8484 Fax: (541) 374-8752 TTY: 711

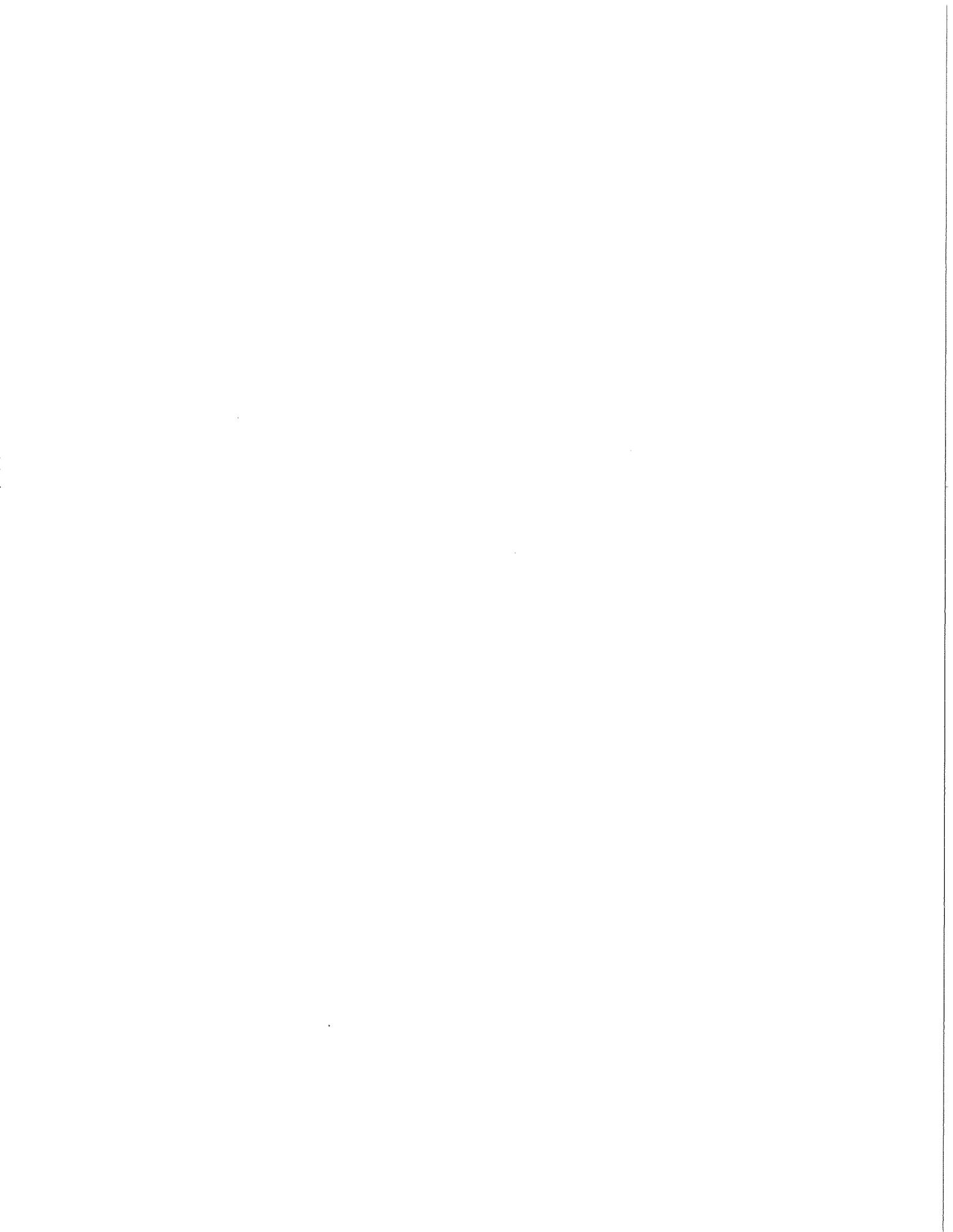
City Administrator Report to the City Council
Monday, November 10, 2014

1. **Preliminary City Council Elections Results:** With almost 69% of the 588 registered voters casting ballots, the unofficial results show the re-election of Mayor Cramblett (277 votes), Richard Randall (221 votes), Jeff Helfrich (230 votes), and Deanna Busdieker (209 votes). The write in votes have been county and Bobby Walker appears to also have won re-election. So for the first time in a while, the City will have the same Council for almost 3½ years.
2. **Preliminary EMS Support Voting Results:** With 248 "yes" votes and 146 "no" votes, the EMS Support measure passed. This additional assessment will be on the utility bills at the end of January. *With the passage of this ballot measure, may we begin the process to fill the vacant position?*
3. **ODFW Water Right Clarification:** The first phase of the three pronged approach for the City to trade water rights with the Oregon Department of Fish and Wildlife has reached a successful conclusion. The ruling declaring the total water right from Oxbow Spring has been perfected was not challenged in a court appeal process.
4. **Water System Improvement Project:** The City held a meeting with the staff from the USDA Rural Utility Service Office in Portland last Thursday. We have been notified that the USDA will be granting us a loan for the water system improvement project, but until they conclude the application review process, we won't know exactly what they are funding, how long the term will be, what the interest will be, or if any grant moneys will be included. They understand the time pressure we are under and our doing what they can to speed the process along.
5. **Electric Utility Lineman Position:** The City advertised for a new lineman to fill the vacant position. We have interviewed the applicant and recommend to the City Council to hire Race Fisher to fill the vacancy. This offer will be subjected to a pre-hire physical and drug test. *May we proceed with this hiring process?*
6. **Fire Department Burn to Learn:** We will be conducting a burn to learn with the former fuel station near the corner of Forest Lane and Herman Creek Lane on December 15th at 6pm. We will be posting a sign out front of the building soon to notify the community. Please let Jesse Metheny know if you have any questions.

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

Gordon Zimmerman
Cascade Locks City Administrator

EXHIBIT	A	of	1
TO MINUTES OF	11/10/14		
City Council			MEETING



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DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

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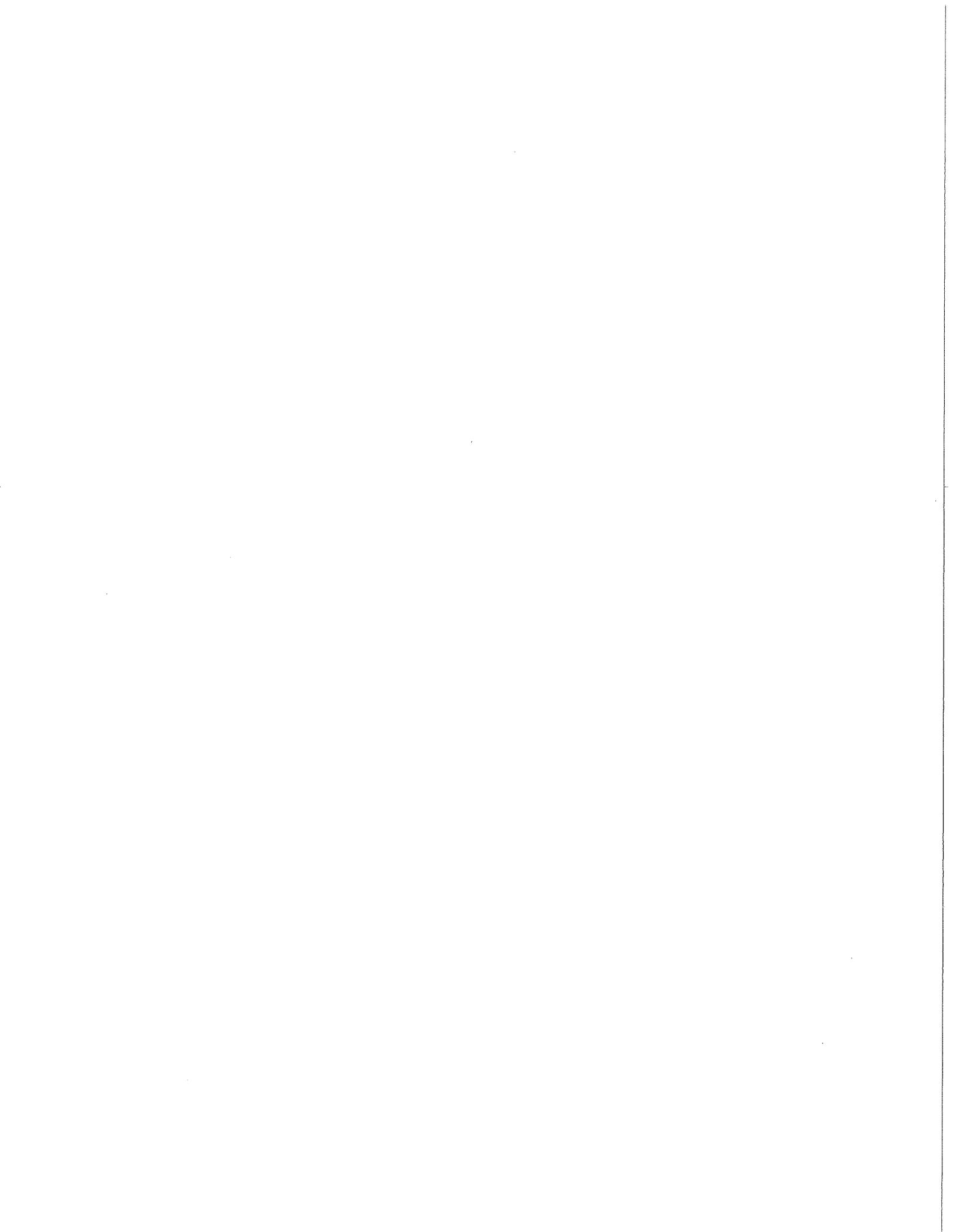
DATE:	DESCRIPTION:	AMOUNT:
11/14/2014	PR	\$ 36,664.20
11/14/2014	A/P	\$ 86,226.27

GRAND TOTAL \$ 122,890.47

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APPROVAL:

Mayor



Report Criteria:
Report type: GL detail

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5279	11/14	11/14/2014	6917	55010	Amerititle	lot line adj old fire hall	0540562110	200.00
Total 5279:								200.00
5280	11/14	11/14/2014	6820	54803	Anderson Perry & Associates Inc.	Planning/Studies IFA Grant	0740562131	900.00
5280	11/14	11/14/2014	6820	54804	Anderson Perry & Associates Inc.	Collection System Eval	0740562131	799.94
Total 5280:								1,699.94
5281	11/14	11/14/2014	370	39788	BIO-MED TESTING SERVICE	Drug Testing	0140462063	40.00
Total 5281:								40.00
5282	11/14	11/14/2014	6839	81583562	Bound Tree Medical, LLC	adenosine	0540562351	33.98
Total 5282:								33.98
5283	11/14	11/14/2014	460	5391	BROWN & KYSTAR, INC	Master Plan	0740562151	44,200.00
Total 5283:								44,200.00
5284	11/14	11/14/2014	6900	V400566	BSK Associates	water testing	2140562150	361.75
Total 5284:								361.75
5285	11/14	11/14/2014	590	C309821	CARSON OIL COMPANY	fuel	0540562420	105.15
Total 5285:								105.15
5286	11/14	11/14/2014	670	100001500 1	CASCADE LOCKS LIGHT CO.	fire hall	0540562439	400.83
5286	11/14	11/14/2014	670	100003500 1	CASCADE LOCKS LIGHT CO.	res no. 2	2140562070	21.37
5286	11/14	11/14/2014	670	100030200 1	CASCADE LOCKS LIGHT CO.	lift station	3140562070	21.73
5286	11/14	11/14/2014	670	100038200 1	CASCADE LOCKS LIGHT CO.	well house	2140562070	997.66

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
5286	11/14	11/14/2014	670	100379100 1	CASCADE LOCKS LIGHT CO.	treatment plant	3140562070	1,886.66
5286	11/14	11/14/2014	670	103714500 1	CASCADE LOCKS LIGHT CO.	wasco creek lift station	3140562070	21.30
5286	11/14	11/14/2014	670	200120000 1	CASCADE LOCKS LIGHT CO.	cemetary water	1740562551	21.30
5286	11/14	11/14/2014	670	300155100 1	CASCADE LOCKS LIGHT CO.	main lift station	3140562070	215.78
5286	11/14	11/14/2014	670	300155900 1	CASCADE LOCKS LIGHT CO.	museum	0140762630	94.73
5286	11/14	11/14/2014	670	300159202 1	CASCADE LOCKS LIGHT CO.	fire hall	0540562439	23.37
5286	11/14	11/14/2014	670	300171800 1	CASCADE LOCKS LIGHT CO.	mall lighting	5140562800	21.30
5286	11/14	11/14/2014	670	300183900 1	CASCADE LOCKS LIGHT CO.	moody lift station	2140562070	48.08
5286	11/14	11/14/2014	670	600135000 1	CASCADE LOCKS LIGHT CO.	city hall	0140162552	834.82
5286	11/14	11/14/2014	670	600136900 1	CASCADE LOCKS LIGHT CO.	87 tuckle	3140562070	28.24
5286	11/14	11/14/2014	670	600137000 1	CASCADE LOCKS LIGHT CO.	chlorinator	2140562070	21.30
5286	11/14	11/14/2014	670	NOVEMBER	CASCADE LOCKS LIGHT CO.	senior sewer subsidy	0140862025	249.70
Total 5286:								4,886.17
5287	11/14	11/14/2014	740	1	CASELLE, INC.	Monthly Support Payment	0140162082	1,186.00
Total 5287:								1,186.00
5288	11/14	11/14/2014	940	102314	CITY OF SPRINGFIELD	Ambulance Billing Service	0540562111	874.00
Total 5288:								874.00
5289	11/14	11/14/2014	1120	B86849	COLUMBIA HARDWARE, LLC	lumber	1740562520	9.18
5289	11/14	11/14/2014	1120	B87033	COLUMBIA HARDWARE, LLC	ice melt and tape measure	0540562440	24.97
5289	11/14	11/14/2014	1120	B87439	COLUMBIA HARDWARE, LLC	pvc pipe	0540562020	9.83
Total 5289:								43.98
5290	11/14	11/14/2014	1360	130411	DAVID R. CUNNINGHAM	troubleshoot modem and snr	4140562110	75.00
5290	11/14	11/14/2014	1360	130412	DAVID R. CUNNINGHAM	software updates	0140162082	60.00
5290	11/14	11/14/2014	1360	130413	DAVID R. CUNNINGHAM	misc jobs	0140162082	1,800.00
Total 5290:								1,935.00
5291	11/14	11/14/2014	6912	45	db design	contract support	0840562110	1,054.50
Total 5291:								1,054.50
5292	11/14	11/14/2014	1420	1825	DENNIS V. SNYDER JR. CONTRACTO	stump grinding city hall	0140462520	300.00

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 5292:								300.00
5293	11/14	11/14/2014	1540	61158 OCT 1	DMV SERVICES STATE OF OREGON	Driving Records	0540562110	1.50
Total 5293:								1.50
5294	11/14	11/14/2014	1620	553	EFFICIENCY SERVICES GROUP, LLC	BPA Program Service October 2014	5140562139	750.00
Total 5294:								750.00
5295	11/14	11/14/2014	1760	ORHOD3877	FASTENAL	Misc Inventory	5140562810	19.88
Total 5295:								19.88
5296	11/14	11/14/2014	2080	OCTOBER 2	GLOBALSTAR	Sat Phone	0540562050	27.36
Total 5296:								27.36
5297	11/14	11/14/2014	6891	1900108758	Grundfos CBS, Inc.	pump	2140562560	1,350.00
5297	11/14	11/14/2014	6891	1900110349	Grundfos CBS, Inc.	valve kit	2140562560	232.00
5297	11/14	11/14/2014	6891	1900110968	Grundfos CBS, Inc.	check pump	2140562560	450.00
Total 5297:								2,032.00
5298	11/14	11/14/2014	2320	D038009	HD Supply Waterworks, LTD.	Parts	2140562560	304.03
Total 5298:								304.03
5299	11/14	11/14/2014	2580	22684	HOOD RIVER SAND & GRAVEL	Gravel	5141562009	1,170.00
5299	11/14	11/14/2014	2580	22685	HOOD RIVER SAND & GRAVEL	Gravel	5645163941	780.00
Total 5299:								1,950.00
5300	11/14	11/14/2014	4910	211944507 1	James Plesha	Refund Deposit	5121130	261.52
Total 5300:								261.52
5301	11/14	11/14/2014	3070	2010036921	LES SCHWAB TIRE CENTER	studded tires for chevy	5140562201	970.24

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 5301:								
5302	11/14	11/14/2014	3160	110614	MARIANNE BUMP/PETTY CASH	office supplies	0140162010	67.69
5302	11/14	11/14/2014	3160	110614	MARIANNE BUMP/PETTY CASH	office supplies	0140462540	64.46
Total 5302:								
5303	11/14	11/14/2014	3390	P199400	METRO NEW HOLLAND, INC.	belt and bag	0140462520	185.39
Total 5303:								
5304	11/14	11/14/2014	3490	96-01-01 11/	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562711	1,290.18
5304	11/14	11/14/2014	3490	96-01-01 11/	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562712	228.50
5304	11/14	11/14/2014	3490	96-01-02 11/	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562711	1,043.42
5304	11/14	11/14/2014	3490	96-01-02 11/	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562712	222.14
Total 5304:								
5305	11/14	11/14/2014	6919	0010583	Mike's Truck & Auto Service	repairer PW Ford F550	0340562441	1,340.64
5305	11/14	11/14/2014	6919	0010583	Mike's Truck & Auto Service	repairer PW Ford F550	2140562441	1,340.64
Total 5305:								
5306	11/14	11/14/2014	6898	416748	Moen Machinery	belt pully	2140562560	65.38
Total 5306:								
5307	11/14	11/14/2014	6787	18381 10101	NorthShore Medical Group	fire dept. testing	0540662017	7.93
Total 5307:								
5308	11/14	11/14/2014	4070	4100329	ONE CALL CONCEPTS, INC.	Regular Tickets	5140662110	16.80
Total 5308:								
5309	11/14	11/14/2014	4110	15162	OR DEPT OF FORESTRY	Fire Protection	0140362870	17.61
5309	11/14	11/14/2014	4110	15162	OR DEPT OF FORESTRY	Fire Protection	3140562870	56.56
5309	11/14	11/14/2014	4110	15162	OR DEPT OF FORESTRY	Fire Protection	5140562870	23.16

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 5309:								
5310	11/14	11/14/2014	6834	110314	Osa Anna Drew	Buy back cemetery plot	1740562870	232.49
Total 5310:								
5311	11/14	11/14/2014	6769	10-14-112	PARC Resources, LLC	Planning Services	0140262090	123.75
Total 5311:								
5312	11/14	11/14/2014	4650	F510087	PLATT ELECTRIC SUPPLY	4oz qual gel	5140562900	11.74
Total 5312:								
5313	11/14	11/14/2014	4670	8789776	PORT OF CASCADE LOCKS	Bridge Tickets - PW	0340562020	30.00
5313	11/14	11/14/2014	4670	8789940	PORT OF CASCADE LOCKS	Bridge Tickets - EL	5140562201	30.00
Total 5313:								
5314	11/14	11/14/2014	6916	143P83282	Potter Webster Company-Portland	ujoint, bearing, grease	0140462441	132.17
5314	11/14	11/14/2014	6916	143P83282	Potter Webster Company-Portland	ujoint, bearing, grease	0340562441	132.16
5314	11/14	11/14/2014	6916	150P83315	Potter Webster Company-Portland	directional LED	2140562441	135.84
5314	11/14	11/14/2014	6916	150P83315	Potter Webster Company-Portland	directional LED	3140562441	135.84
Total 5314:								
5315	11/14	11/14/2014	6780	5033174984	Ricoh Americas Corporation	Copies	0140162110	103.91
Total 5315:								
5316	11/14	11/14/2014	5000	2437	RJM Co	pogo pin and repair	5140563700	168.75
Total 5316:								
5317	11/14	11/14/2014	5220	ZA15010122	SENSUS METERING SYSTEMS	electric meters	5645163941	9,050.00
Total 5317:								
5318	11/14	11/14/2014	5460	OCT 2014	Sosnkowski & Cleaveland P.C.	Attorney Fees	0140162100	1,200.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 5318:								
5319	11/14	11/14/2014	5510	8031876940	STAPLES CONTRACT & COMMERCIA	calendar	0140162010	111.99
5319	11/14	11/14/2014	5510	8031876940	STAPLES CONTRACT & COMMERCIA	calendar	0540562010	14.59
5319	11/14	11/14/2014	5510	8031980650	STAPLES CONTRACT & COMMERCIA	calendar	0140162010	58.24
Total 5319: 184.82								
5320	11/14	11/14/2014	6070	903980	TWGW, INC NAPA AUTO PARTS	air compressor and connectors	0340562560	199.47
5320	11/14	11/14/2014	6070	903980	TWGW, INC NAPA AUTO PARTS	air compressor and connectors	2140562560	199.47
5320	11/14	11/14/2014	6070	903980	TWGW, INC NAPA AUTO PARTS	air compressor and connectors	3140562560	199.47
5320	11/14	11/14/2014	6070	903994	TWGW, INC NAPA AUTO PARTS	epoxy	5140562201	5.44
5320	11/14	11/14/2014	6070	904643	TWGW, INC NAPA AUTO PARTS	misc. supplies	0540562441	164.56
Total 5320: 788.41								
11141401	11/14	11/14/2014	3650	14100461	NATIONAL CABLE TELEVISION COOP.	Programming	4140562740	4,575.90 M
Total 11141401: 4,575.90								
Grand Totals: 86,226.27								

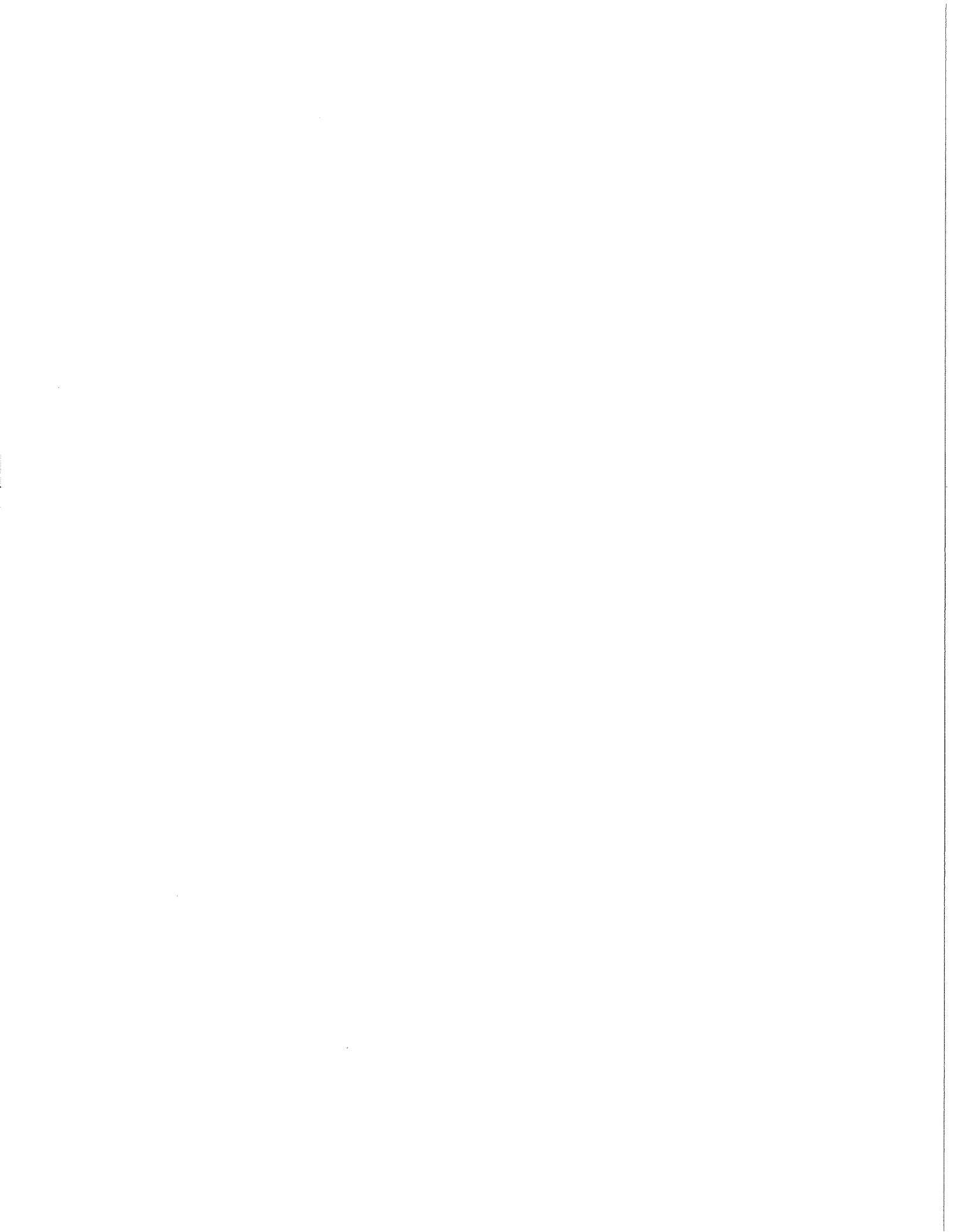
Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	.00	6,629.46-	6,629.46-
01-401-62010	237.92	.00	237.92
01-401-62082	3,045.00	.00	3,045.00
01-401-62100	1,200.00	.00	1,200.00
01-401-62110	103.91	.00	103.91
01-401-62552	894.82	.00	894.82
01-402-62090	123.75	.00	123.75
01-403-62870	17.61	.00	17.61
01-404-62063	40.00	.00	40.00
01-404-62441	132.17	.00	132.17
01-404-62520	485.39	.00	485.39
01-404-62540	64.46	.00	64.46
01-407-62630	94.73	.00	94.73
01-408-62025	249.70	.00	249.70
03-21010	.00	1,702.27-	1,702.27-
03-405-62020	30.00	.00	30.00
03-405-62441	1,472.80	.00	1,472.80
03-405-62560	199.47	.00	199.47
05-21010	.00	1,888.07-	1,888.07-
05-405-62010	14.59	.00	14.59
05-405-62017	7.93	.00	7.93
05-405-62020	9.83	.00	9.83
05-405-62050	27.36	.00	27.36
05-405-62110	201.50	.00	201.50
05-405-62111	874.00	.00	874.00
05-405-62351	33.98	.00	33.98
05-405-62420	105.15	.00	105.15
05-405-62439	424.20	.00	424.20
05-405-62440	24.97	.00	24.97
05-405-62441	164.56	.00	164.56
07-21010	.00	45,899.94-	45,899.94-
07-405-62131	1,699.94	.00	1,699.94
07-405-62151	44,200.00	.00	44,200.00
08-21010	.00	1,054.50-	1,054.50-
08-405-62110	1,054.50	.00	1,054.50
17-21010	.00	262.97-	262.97-
17-405-62520	9.18	.00	9.18
17-405-62551	21.30	.00	21.30

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
17-405-62870	232.49	.00	232.49
21-21010	.00	5,527.52-	5,527.52-
21-405-62070	1,088.41	.00	1,088.41
21-405-62150	361.75	.00	361.75
21-405-62441	1,476.48	.00	1,476.48
21-405-62560	2,600.88	.00	2,600.88
31-21010	.00	2,515.58-	2,515.58-
31-405-62070	2,123.71	.00	2,123.71
31-405-62441	135.84	.00	135.84
31-405-62560	199.47	.00	199.47
31-405-62870	56.56	.00	56.56
41-21010	.00	4,650.90-	4,650.90-
41-405-62110	75.00	.00	75.00
41-405-62740	4,575.90	.00	4,575.90
46-21010	.00	2,784.24-	2,784.24-
46-405-62711	2,333.60	.00	2,333.60
46-405-62712	450.64	.00	450.64
51-21010	.00	3,480.82-	3,480.82-
51-21130	293.51	.00	293.51
51-405-62110	16.80	.00	16.80
51-405-62139	750.00	.00	750.00
51-405-62201	1,005.68	.00	1,005.68
51-405-62800	21.30	.00	21.30
51-405-62810	19.88	.00	19.88
51-405-62870	23.16	.00	23.16
51-405-62900	11.74	.00	11.74
51-405-63700	168.75	.00	168.75
51-415-62009	1,170.00	.00	1,170.00
56-21010	.00	9,830.00-	9,830.00-
56-451-63941	9,830.00	.00	9,830.00
Grand Totals:	86,226.27	86,226.27-	.00

M = Manual Check, V = Void Check



PROCLAMATION

GENERAL ELECTION RESULTS, NOVEMBER 4, 2014

WHEREAS, a General Election was held on the 4th day of November, 2014, at which candidates for certain offices were voted upon, and

WHEREAS, the results of the election have been recorded in the minute record of the Council.

NOW, THEREFORE, the City Council of the City of Cascade Locks, Oregon, proclaim and declare that at said election:

Tom Cramblett was duly elected MAYOR

Jeff Helfrich duly elected COUNCILOR

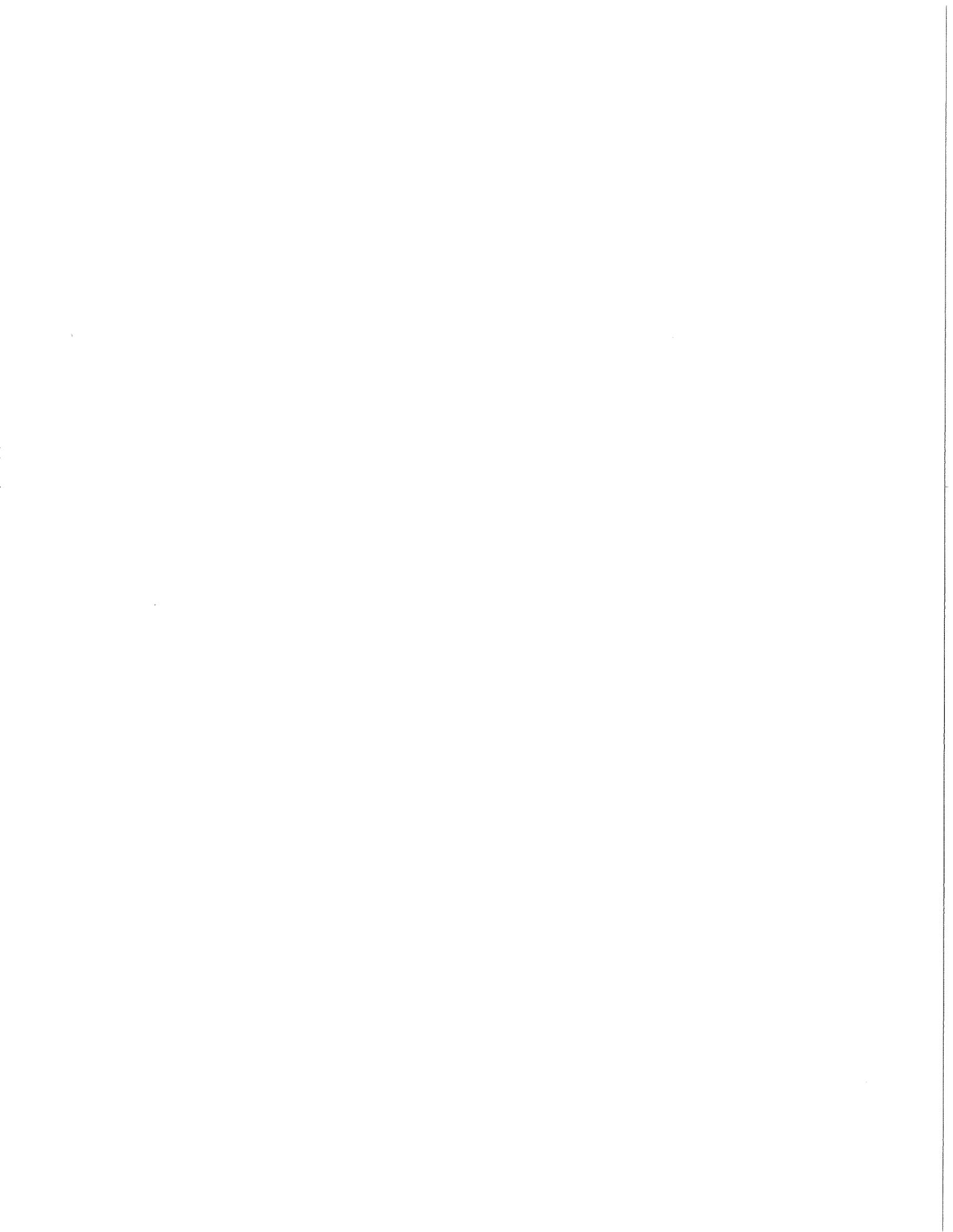
Richard Randall duly elected COUNCILOR

Deanna Busdieker duly elected COUNCILOR

Bobby Walker duly elected COUNCILOR

SIGNED at Cascade Locks, Oregon this 24th day of November, 2014.

Tom Cramblett, Mayor



STAFF REPORT

Date Prepared: November 13, 2014

for City Council Meeting on November 24, 2014

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley, City Recorder

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Annual review and approval of garbage collection services and rates.

SYNOPSIS: Annually there is need to review and renew the rates and services between the City and Hood River Garbage. The services are effective from January 1, 2015 until December 31, 2015. Council action is by adoption of a resolution that establishes the new or revised rates for services.

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

CITY COUNCIL OPTIONS: The City Council has the following options.

1. Approve Resolution No. 1320.
2. Do not act on the proposed recommendation.
3. Take other action as may be desired by the City Council.

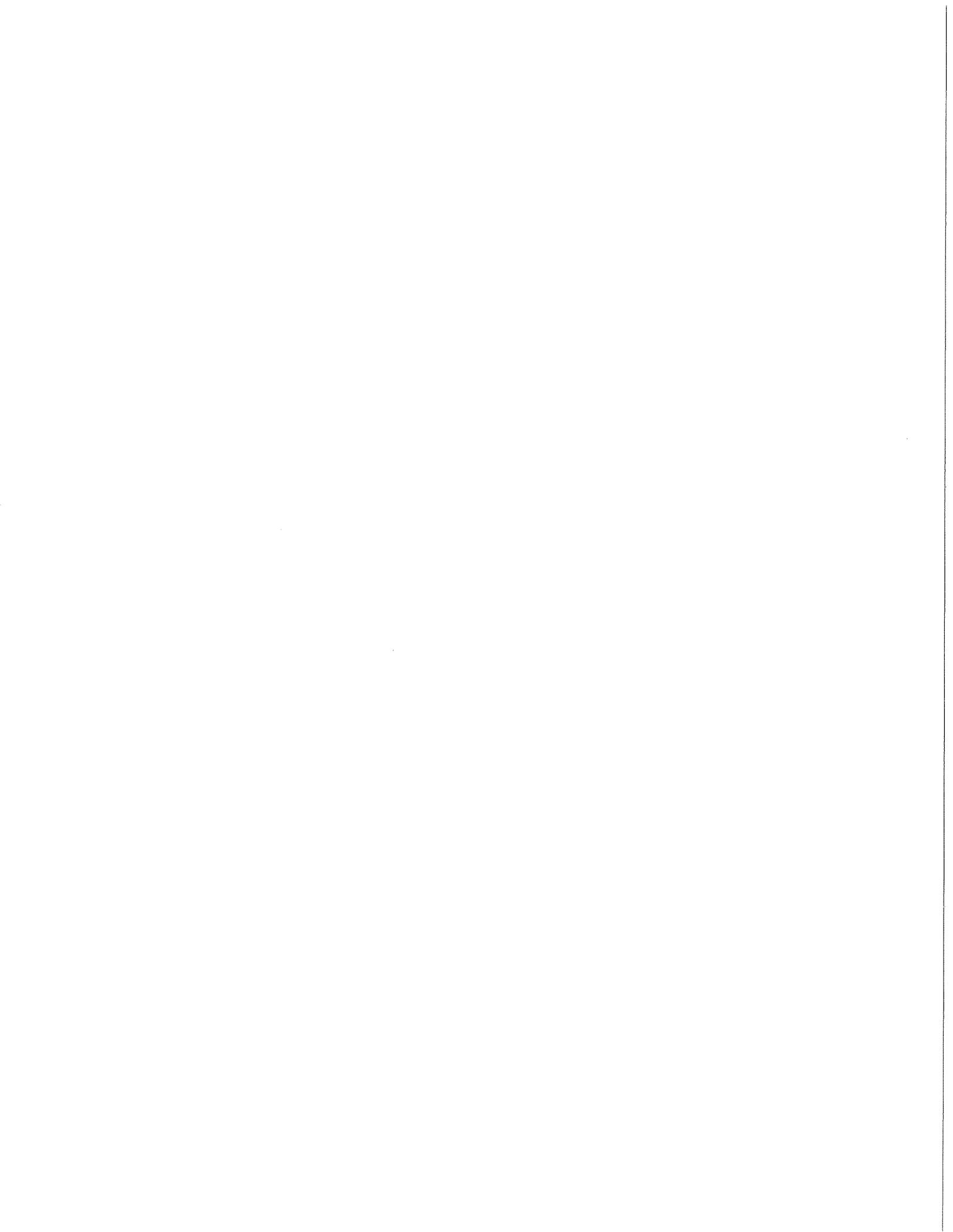
RECOMMENDATION: That City council, by motion, approve Resolution No. 1320 authorizing Waste Connections, Inc., d.b.a. Hood River Garbage, to collect solid waste and recycling within the City of Cascade Locks; setting charges and rates for providing such services; and repealing Resolution No. 1286.

Legal Review and Opinion: This is a standard annually renewed resolution. No legal review was required.

Financial review and status: Annually Hood River Garbage pays the City \$1,000 as a license fee. Additionally, Hood River Garbage is seeking an increase in the rate to be paid by customers. The CPI has increased by 2.43% and Hood River Garbage is seeking to increase rates from \$15.90 per month to \$16.26 per month for weekly curbside pickup for residential customers.

BACKGROUND INFORMATION:

1. Hood River Garbage will continue to provide six twenty yard dumpsters for both spring and fall clean up events.



RESOLUTION NO. 1320

A RESOLUTION AUTHORIZING WASTE CONNECTIONS, INC., d.b.a. HOOD RIVER GARBAGE, TO COLLECT SOLID WASTE AND RECYCLING WITHIN THE CITY OF CASCADE LOCKS; SETTING CHARGES AND RATES FOR PROVIDING SUCH SERVICES; AND REPEALING RESOLUTION NO. 1286.

WHEREAS, Waste Connections, Inc., has requested an increase in rates charged for garbage collection services to offset changes in services offered and increased costs; and

WHEREAS, the City Council has reviewed the plans for services and rates proposed by Waste Connections, Inc., and required changes be made to those proposals; and

WHEREAS, the City Council has determined that the following services and rates shall be set, based upon the conditions listed in this resolution;

THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER COUNTY, OREGON, RESOLVES AS FOLLOWS:

SECTION 1. License Fee. Waste Connections, Inc. shall pay to the City of Cascade Locks a license fee of \$1,000.00 annually, payable on the first day of February.

SECTION 2. Recycling and Recycling Education. Waste Connections, Inc., shall continue bi-weekly curbside recycling pickup for an additional year from January 1, 2015 to December 31, 2015. Waste Connections, Inc. shall implement a recycling education and promotion program for the citizens and businesses of Hood River County. Not less than \$2,500 shall be expended on this recycling education program, and shall be expended in such a manner as to promote recycling in Hood River County.

SECTION 3. Provision of Dumpsters for Spring Clean Up and Fall Clean Up. Waste Connections, Inc. shall provide to the City at no cost, six (6) twenty-yard dumpsters for each Spring Clean Up and each Fall Clean Up event, as part of its garbage service to the City.

SECTION 4. Waste Collection Services and Fees. Waste Connections, Inc. is hereby permitted to charge the fees for services shown on **Exhibit "A"** to this Resolution.

SECTION 5. Adherence to the Provisions of Ordinance No. 315. Waste Connections, Inc. shall abide by the provisions of Cascade Locks Ordinance No. 315.

SECTION 6. Repeal of Prior Resolutions. Resolution No. 1286 is hereby repealed.

SECTION 7. Effective Date. This resolution, upon adoption by the Mayor and City Council, shall become **effective on January 1, 2015**.

SECTION 8. Expiration. This resolution shall remain in effect until repealed by the City Council.

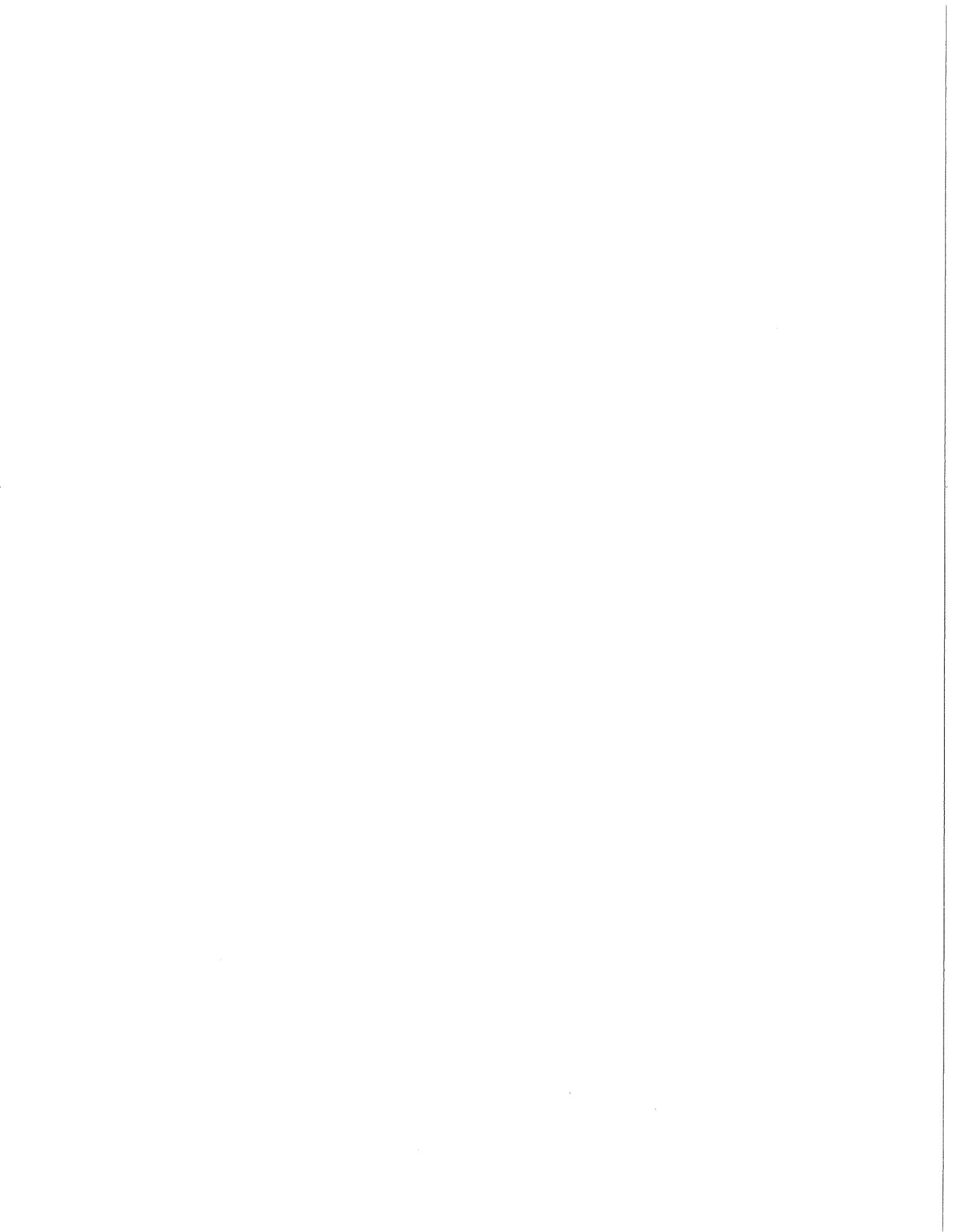
ADOPTED by the City Council this **24th** day of **November, 2014**.

APPROVED by the Mayor this **24th** day of **November, 2014**.

ATTEST:

City Recorder

Mayor



CASCADE LOCKS GARBAGE CITY RATES

Proposed Increase January 1, 2015

	CURRENT RATE	1.03% Total LF Increase	2.43% Business Increase	TOTAL INCREASE	TOTAL RATE
RESIDENTIAL					
32 GALLON CAN					
Weekly					
- curbside	\$15.90	\$0.05	\$0.31	\$0.36	\$16.26
- carry out	\$21.24	\$0.05	\$0.44	\$0.49	\$21.73
* each addl 25 ft	\$3.02	\$0.00	\$0.07	\$0.07	\$3.09
EOW					
- curbside	\$12.54	\$0.02	\$0.26	\$0.28	\$12.82
- carry out	\$17.07	\$0.02	\$0.37	\$0.39	\$17.46
* each addl 25 ft	\$2.26	\$0.00	\$0.05	\$0.05	\$2.31
Monthly					
- curbside	\$8.55	\$0.01	\$0.19	\$0.20	\$8.75
- carry out	\$11.28	\$0.01	\$0.25	\$0.26	\$11.54
* each addl 25 ft	\$1.36	\$0.00	\$0.03	\$0.03	\$1.39
MINI 20 GALLON CAN					
Weekly					
- curbside	\$12.47	\$0.01	\$0.26	\$0.27	\$12.74
- carry out	\$16.41	\$0.01	\$0.36	\$0.37	\$16.78
* each addl 25 ft	\$3.02	\$0.00	\$0.07	\$0.07	\$3.09
EOW					
- curbside	\$10.42	\$0.01	\$0.23	\$0.24	\$10.66
- carry out	\$13.65	\$0.01	\$0.31	\$0.32	\$13.97
* each addl 25 ft	\$2.50	\$0.00	\$0.06	\$0.06	\$2.56
SPECIAL CHARGES					
- overweight/full	\$4.00	\$0.00	\$0.09	\$0.09	\$4.09
- extra bag/box	\$4.00	\$0.00	\$0.09	\$0.09	\$4.09
- Washer/Dryer/Stove	\$11.54	\$0.00	\$0.28	\$0.28	\$11.82
- Water Heater	\$11.54	\$0.00	\$0.28	\$0.28	\$11.82
- Sofa/Chair	\$10.54	\$0.00	\$0.26	\$0.26	\$10.80
- Mattress	\$10.54	\$0.00	\$0.26	\$0.26	\$10.80
- return trip	\$8.92	\$0.00	\$0.22	\$0.22	\$9.14
- Recycle Bin replacem	\$20.14	\$0.00	\$0.49	\$0.49	\$20.63
- Account Set Up Fee	\$5.71	\$0.00	\$0.14	\$0.14	\$5.85
- NSF	\$29.99	\$0.00	\$0.73	\$0.73	\$30.72
- Delinquent Fee	\$12.99	\$0.00	\$0.32	\$0.32	\$13.31

Low Income/Elderly/Disabled persons (qualified by MCCA) will receive a \$3.00/month discount

*Exhibit A
to Resolution No. 1320*

CASCADE LOCKS GARBAGE CITY RATES

Proposed Increase January 1, 2015

	CURRENT RATE	1.03% Total LF Increase	2.43% Business Increase	TOTAL INCREASE	TOTAL RATE
COMMERCIAL					
32 GALLON CAN					
Weekly					
- curbside	\$15.90	\$0.05	\$0.31	\$0.36	\$16.26
- carry out	\$21.28	\$0.05	\$0.44	\$0.49	\$21.77
* each add 25ft	\$3.02	\$0.00	\$0.07	\$0.07	\$3.09
EOW					
- curbside	\$12.54	\$0.02	\$0.26	\$0.28	\$12.82
- carry out	\$17.07	\$0.02	\$0.37	\$0.39	\$17.46
* each add 25ft	\$2.26	\$0.00	\$0.05	\$0.05	\$2.31
Monthly					
- curbside	\$8.55	\$0.01	\$0.19	\$0.20	\$8.75
- carry out	\$11.28	\$0.01	\$0.25	\$0.26	\$11.54
* each add 25ft	\$1.36	\$0.00	\$0.03	\$0.03	\$1.39
COMMERCIAL SPECIAL CHARGES					
- overweight/full	\$4.00	\$0.00	\$0.09	\$0.09	\$4.09
- extra bag/box	\$4.00	\$0.00	\$0.09	\$0.09	\$4.09
- Washer/Dryer/Stove	\$11.54	\$0.00	\$0.28	\$0.28	\$11.82
- Water Heater	\$11.54	\$0.00	\$0.28	\$0.28	\$11.82
- Sofa/Chair	\$10.54	\$0.00	\$0.26	\$0.26	\$10.80
- Mattress	\$10.54	\$0.00	\$0.26	\$0.26	\$10.80
- White goods	\$11.54	\$0.00	\$0.28	\$0.28	\$11.82
- return trip	\$8.92	\$0.00	\$0.22	\$0.22	\$9.14
- Lock charge	\$3.55	\$0.00	\$0.09	\$0.09	\$3.64
- Access charge	\$3.55	\$0.00	\$0.09	\$0.09	\$3.64
- Recycle Bin replacem	\$20.14	\$0.00	\$0.49	\$0.49	\$20.63
- Account Set Up Fee	\$5.71	\$0.00	\$0.14	\$0.14	\$5.85
- NSF	\$29.99	\$0.00	\$0.73	\$0.73	\$30.72
- Delinquent Fee	\$12.99	\$0.00	\$0.32	\$0.32	\$13.31
1 - 1 1/2 Yd Containers					
- EOW	\$53.96	\$0.13	\$1.05	\$1.18	\$55.14
- 1XPW	\$96.43	\$0.26	\$1.83	\$2.09	\$98.52
- 2XPW	\$162.81	\$0.51	\$2.93	\$3.44	\$166.25
- 3XPW	\$226.45	\$0.76	\$3.96	\$4.72	\$231.17
2 - 1 1/2 Yd Containers					
- EOW	\$179.96	\$0.51	\$3.34	\$3.85	\$183.81
- 1XPW	\$359.94	\$1.02	\$6.69	\$7.71	\$367.65
- 2XPW	\$539.92	\$1.53	\$10.03	\$11.56	\$551.48

CASCADE LOCKS GARBAGE CITY RATES

Proposed Increase January 1, 2015

	CURRENT RATE	1.03% Total LF Increase	2.43% Business Increase	TOTAL INCREASE	TOTAL RATE
3 - 1 1/2 Yd Containers					
- EOW					
- 1XPW	\$263.49	\$0.76	\$4.86	\$5.62	\$269.11
- 2XPW	\$527.01	\$1.53	\$9.72	\$11.25	\$538.26
- 3XPW	\$790.47	\$2.29	\$14.57	\$16.86	\$807.33
4 - 1 1/2 Yd Containers					
- EOW					
- 1XPW	\$347.00	\$1.02	\$6.37	\$7.39	\$354.39
- 2XPW	\$694.08	\$2.04	\$12.75	\$14.79	\$708.87
- 3XPW	\$1,041.29	\$3.05	\$19.12	\$22.17	\$1,063.46
5 - 1 1/2 Yd Containers					
- 3XPW	\$1,291.66	\$3.81	\$23.66	\$27.47	\$1,319.13
1 - 2 Yd Containers					
- EOW	\$71.93	\$0.18	\$1.40	\$1.58	\$73.51
- 1XPW	\$128.58	\$0.34	\$2.44	\$2.78	\$131.36
- 2XPW	\$217.11	\$0.68	\$3.90	\$4.58	\$221.69
- 3XPW	\$301.94	\$1.02	\$5.28	\$6.30	\$308.24
1 - 3 Yd Containers					
- EOW	\$107.85	\$0.26	\$2.10	\$2.36	\$110.21
- 1XPW	\$192.88	\$0.51	\$3.66	\$4.17	\$197.05
- 2XPW	\$325.63	\$1.02	\$5.85	\$6.87	\$332.50
- 3XPW	\$452.91	\$1.53	\$7.92	\$9.45	\$462.36
SPECIAL CONTAINER CHARGES					
- Deliver Charge per cont	\$28.72	\$0.00	\$0.70	\$0.70	\$29.42
- Extra Loose ydgs	\$14.96	\$0.05	\$0.28	\$0.33	\$15.29
- Return Trip	\$9.67	\$0.00	\$0.23	\$0.23	\$9.90
- Access Charge	\$9.67	\$0.00	\$0.23	\$0.23	\$9.90
- Roll out over 15 ft	\$3.55	\$0.00	\$0.09	\$0.09	\$3.64
- Roll out over 20 ft	\$5.72	\$0.00	\$0.14	\$0.14	\$5.86
- Off day pu	\$7.03	\$0.00	\$0.17	\$0.17	\$7.20
- Rent-a-Bin (1.5 Yards)	\$62.23	\$0.06	\$1.39	\$1.45	\$63.68
- On Call Container (1.5 Yards)	\$30.67	\$0.06	\$0.63	\$0.69	\$31.36
- Mileage 15 miles RT from LF	\$3.22	\$0.00	\$0.08	\$0.08	\$3.30

CASCADE LOCKS GARBAGE CITY RATES

Proposed Increase January 1, 2015

	CURRENT RATE	1.03% Total LF Increase	2.43% Business Increase	TOTAL INCREASE	TOTAL RATE
COMPACTORS					
- Swap	\$138.70	\$0.00	\$3.36	\$3.36	\$142.06
- CP extra ydg	\$21.45	\$0.20	\$0.12	\$0.32	\$21.77
DROP BOXES					
- Delivery (per trip)	\$65.09	\$0.00	\$1.58	\$1.58	\$66.67
- Moving Fee (per trip)	\$65.09	\$0.00	\$1.58	\$1.58	\$66.67
- DB Swap	\$123.53	\$0.00	\$3.00	\$3.00	\$126.53
- Compactor Swap	\$133.63	\$0.00	\$3.24	\$3.24	\$136.87
- Excess weight (per trip)	\$66.64	\$0.00	\$1.62	\$1.62	\$68.26
- Ex miles(over 15m rt)	\$3.22	\$0.00	\$0.08	\$0.08	\$3.30
- Daily DM (over 96 hrs)	\$5.51	\$0.00	\$0.13	\$0.13	\$5.64
- Monthly DM (Max)	\$129.50	\$0.00	\$3.14	\$3.14	\$132.64
- Special DB (per day) lid/screen/winch	\$4.76	\$0.00	\$0.12	\$0.12	\$4.88
- Special DB (per month max)	\$143.55	\$0.00	\$3.48	\$3.48	\$147.03
- Waiting time (per min)	\$1.66	\$0.00	\$0.04	\$0.04	\$1.70
TS tip fee per yard (loose)	\$14.89	\$0.07	\$0.22	\$0.29	\$15.18
TS tip fee per yard (compacted)	\$21.14	\$0.20	\$0.11	\$0.31	\$21.45
MISC EQUIP RENTAL Per HOUR					
- Rear Loader	\$126.45	\$0.00	\$3.07	\$3.07	\$129.52
- Roll Off	\$111.55	\$0.00	\$2.71	\$2.71	\$114.26
- Extra Labor	\$29.16	\$0.00	\$0.71	\$0.71	\$29.87
- Labor OT	\$43.74	\$0.00	\$1.06	\$1.06	\$44.80

CASCADE LOCKS STAFF REPORT

Date Prepared: November 13, 2014

For City Council Meeting on: November 24, 2014

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Water System Improvement Project

SYNOPSIS: The Water System Improvement Plan is moving along. USDA Rural Utility Service has indicated that they will give the City a loan with which to fund the project. That loan will pay for the three engineering reports that needed to be developed before the loan funds are received:

Environmental Review	\$25,000
Geotechnical Study	\$10,000
Archeological Survey	\$12,500

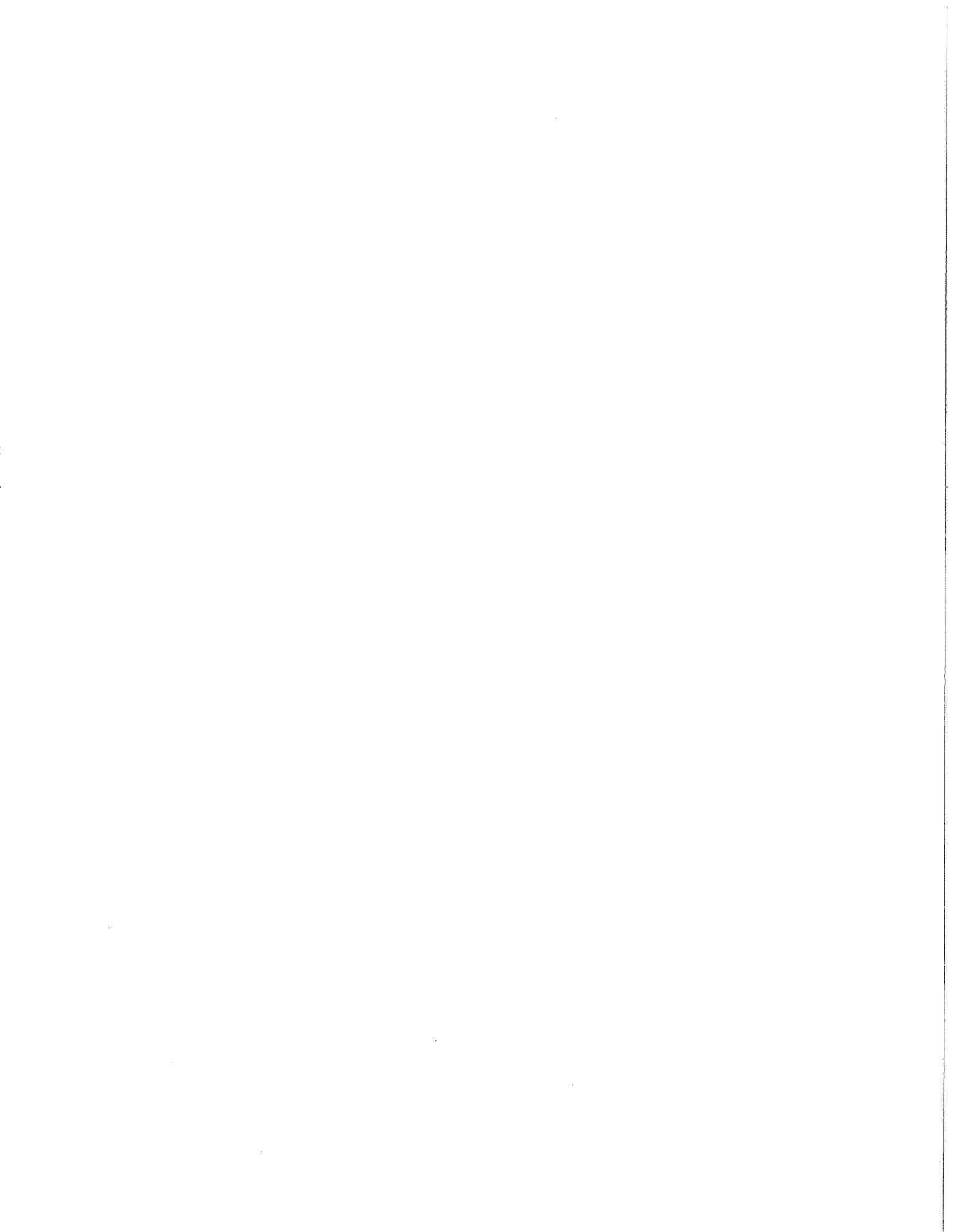
Tenneson Engineering is the project engineer coordinating this work. The Environmental Review is complete. The other two will be started after these funds are allocated. Tenneson Engineering would like to be paid for the work already concluded and also be able to pay for the other studies upon completion. This resolution authorizes the City to make these payments when due prior to receiving the loan proceeds.

When the loan proceeds are in the bank, the City will then be able to reimburse the Capital Reserve Fund for these expenditures.

CITY COUNCIL OPTIONS:

1. Not allow the bills to be paid until the loan proceeds are due.
2. Find some other source to pay for these studies.
3. Pass the resolution approving of these budget adjustments.

RECOMMENDED MOTION: "I move to approve Resolution No. 1318 making budget adjustments to pay for the Water System Improvement Project engineering studies and allowing for a reimbursement process when the loan funds are available."



RESOLUTION No. 1318

A RESOLUTION AUTHORIZING A BUDGET AMENDMENT FROM CAPITAL RESERVE WATER DEPARTMENT RESERVE TO CAPITAL RESERVE WATER FACILITY, SYSTEM, VEHICLE, EQUIPMENT UPGRADE/REPLACEMENT FOR THE PURPOSE OF PAYING ENGINEERING COSTS FOR THE WATER PROJECT FOR THE FISCAL YEAR 2014-2015, MAKING APPROPRIATION AND AUTHORIZING EXPENDITURES.

WHEREAS, the city will be receiving a loan for the water project, but the city will need to pay for the engineering in the amount of \$47,500 prior to receiving the funds; and

WHEREAS, when the funds are received from the loan, this amount will be paid back to the Capital Reserve Water Department;

NOW THEREFORE THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS, HOOD RIVER, COUNTY, OREGON, RESOLVES AS FOLLOWS:

THE FOLLOWING BUDGET AMENDMENT IS AUTHORIZED;

Section 1. Authorizing Budget Amendment.

<u>FUND OR DEPARTMENT.</u>	<u>BUDGETED LINE ITEM WITHIN CATEGORY</u>	<u>RESOURCES NEEDED</u>	<u>REALLOCATED</u>	<u>ACCOUNT NO.</u>
<u>CAPITAL RESERVE, WATER DEPT.</u>				
Facility, System, Vehicle, Equipment Upgrade, Replacement	25,750	73,250	+47,500	56-421-63941
Reserve	153,250	105,750	-47,500	56-421-63950

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

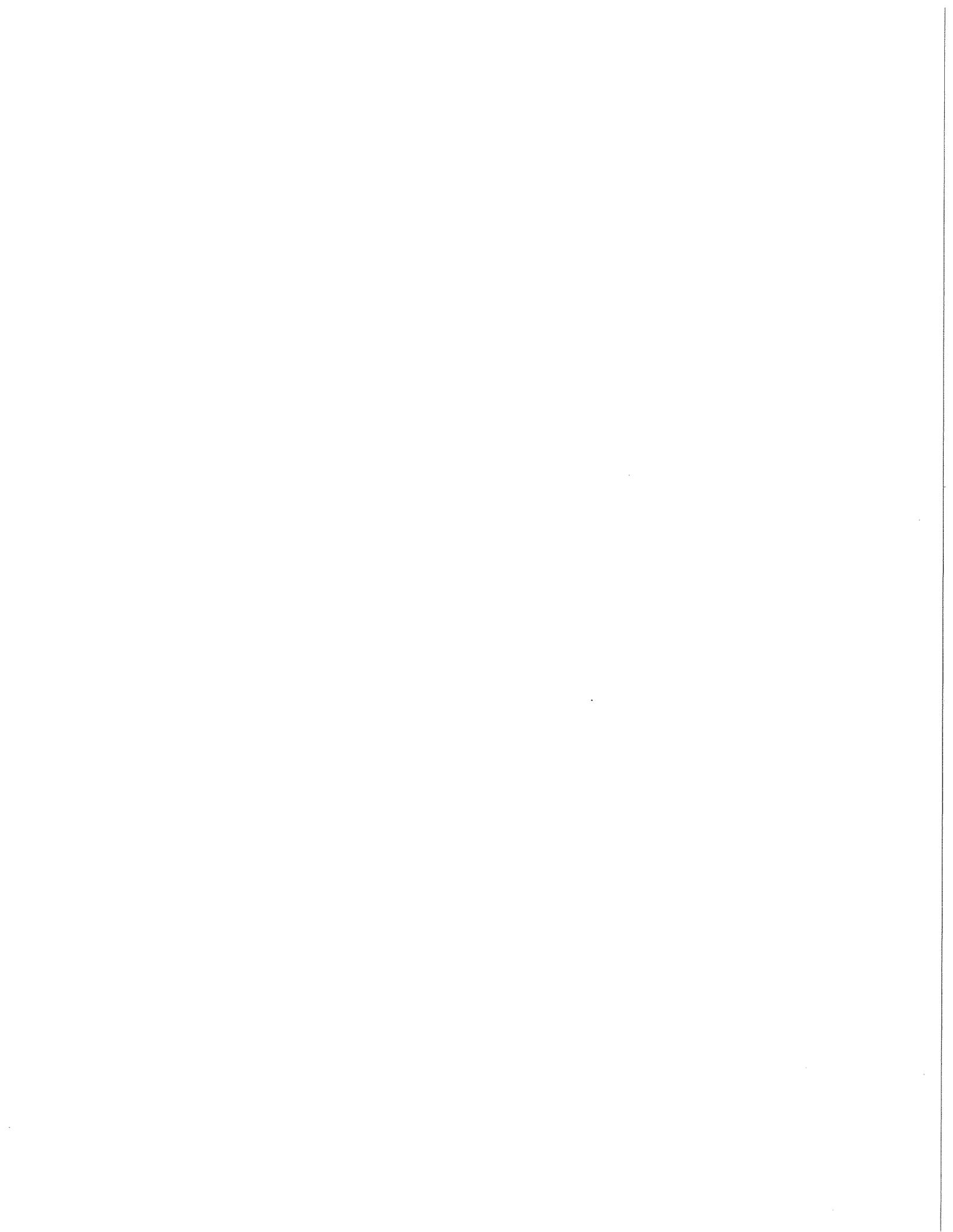
Adopted by the City Council this 24th day of November, 2014.

Approved by the Mayor this 24th day of November 2014.

Tom Cramblett, Mayor

ATTEST:

Kathy Woosley, City Recorder



STAFF REPORT

Date Prepared: 11/14/14

For City Council Meeting on: 11/24/14

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Adopt Ordinance No. 437

SYNOPSIS: The Oregon Mortuary & Cemetery Board performed an onsite facility inspection and a document/records inspection for our cemetery. They requested an amendment to the ordinance to require a signature from the authorized representative prior to any disinterment of remains. They also sent a couple of new forms for our use when selling a plot and an authorization form. We have updated our process and included the new forms sent to us by the OMCB.

Staff has made changes to the ordinance per Council discussion at the last meeting.

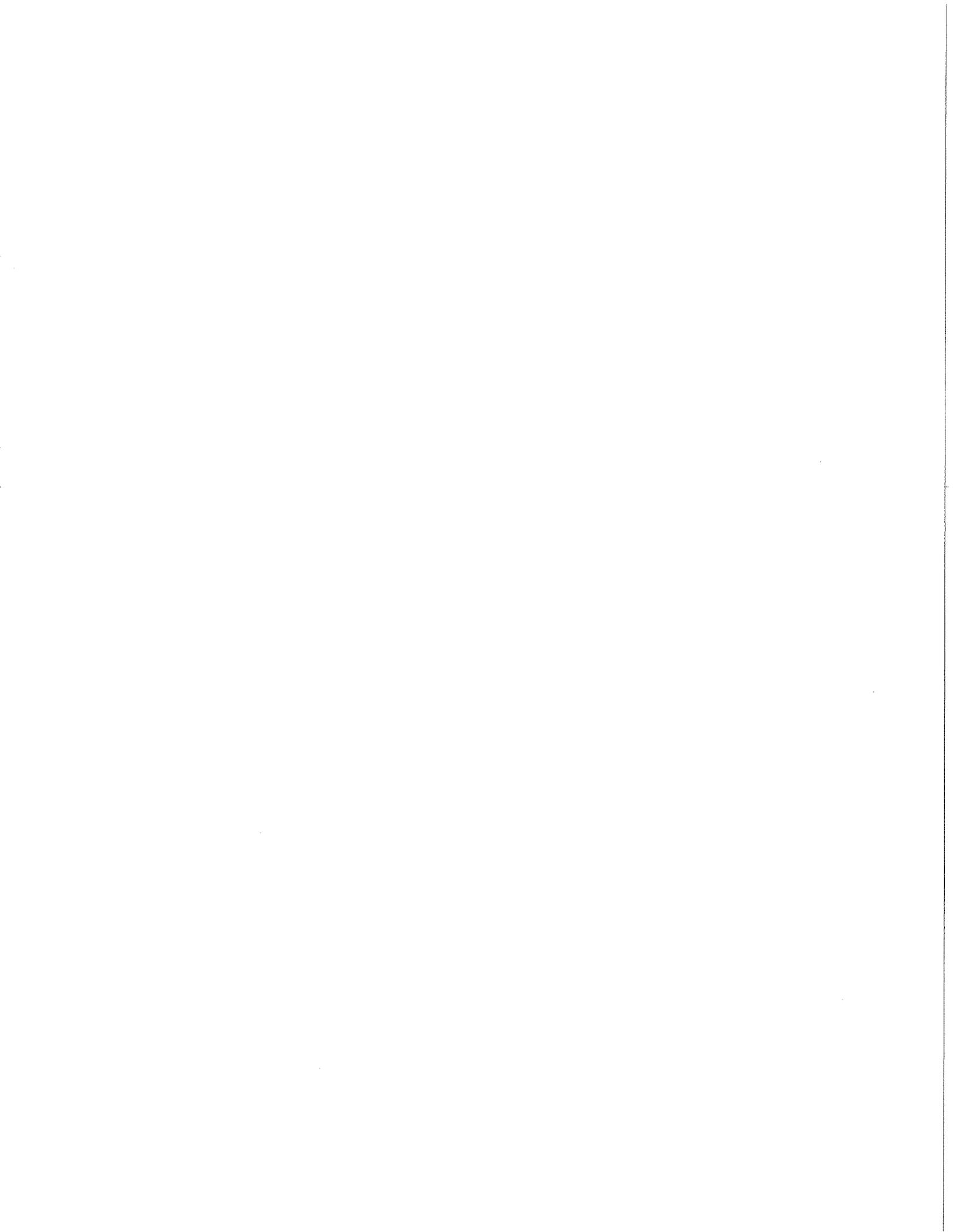
CITY COUNCIL OPTIONS:

1. Second Reading and Adopt Ordinance No. 437.
2. Leave ordinance as is.

RECOMMENDATION: Have second reading and adopt Ordinance No. 437.

Legal Review and Opinion: None necessary.

Financial review and status: None necessary.



ORDINANCE NO. 437

AN ORDINANCE PROVIDING FOR RULES AND REGULATIONS AND CONTROL CONCERNING CARE, PLACING OF MONUMENTS, PLANTING OF SHRUBS, GOVERNMENT, AND OPERATION OF CASCADE LOCKS CEMETERY OF CASCADE LOCKS, OREGON, AND REPEALING ORDINANCE NO. 151.

WHEREAS, the municipal cemetery of Cascade Locks is known as and has been assigned officially the name of Cascade Locks Cemetery, and

WHEREAS, it is the desire of the City of Cascade Locks, Oregon, to establish and conduct the Cascade Locks Cemetery in harmony with a modern and park like cemetery;

NOW, THEREFORE, the City of Cascade Locks, Hood River County, Oregon ordains as follows:

SECTION 1. Definitions. The following definitions will apply and be controlling in interpreting the effect and construction to be placed upon various portions of this ordinance.

- 1) The term cemetery is hereby defined to include a burial park for earth interments.
- 2) Lot or burial space. The terms "lot" or "burial plot" shall be used interchangeably and shall apply with like effect to any one grave, or to any one adjoining niche. Single grave spaces shall be at least four feet by eight feet by four feet depth.
- 3) Interment defined. The term "interment" shall mean the permanent disposition of the remains of a deceased person by cremation or inurnment, or burial.
- 4) Memorial defined. The term "memorial" shall include a monument, marker, tablet, headstone, tombstone, urn, and crypt and niche plates.
- 5) Monument defined. The term "monument" shall include a tombstone or memorial of granite or other approved stone, which shall not extend above the surface or level of the ground.

SECTION 2. City Finance. The City shall receive, issue proper receipts for, and place in appropriate cemetery funds all monies due the City of Cascade Locks (hereinafter referred to as the "City") from the sale of lots, services furnished and from all other sources.

There shall be appointed a Cemetery Superintendent by the Mayor with Council approval, and he/she shall keep the following records in conjunction with the City Administration Department:

- a) A diagram of each lot sold in the cemetery and identified by number of block, number of lots, date sold and name and address of owner.
- b) An index of lot numbers showing full name of the owner and lot and block number.
- c) An interment record register containing a cumulative record of burials; showing the date of interment, the name, the place of death, name and address of funeral director, lot, block, and location of grave.
- d) A lot ownership record containing copies of receipts issued at the time of sale of the lots.

[The] City is authorized to collect a plot fee, as established from time to time by the City Council, for each transfer of ownership from the City to the purchaser.

SECTION 3. General Supervision of the Cemetery.

1) Subject to the order of the City Council, the Superintendent shall have absolute charge of the cemetery and is authorized to enforce the rules; to maintain order; to supervise all workmen, visitors, and drivers; to expel from the grounds any improper person or persons, or those who violate the rules; and to refuse admission to any person or materials when he/she may deem such action necessary. The Superintendent shall have and is hereby granted the powers of arrest for any and all violation of any of the provisions of this ordinance.

2) All lots are sold subject to the rules and regulations concerning this cemetery now in force or which may thereafter be adopted. No lots will be used for any other than burial of the human dead.

3) All work in the cemetery will be done under the direction of the Superintendent. Lots will be set to grass and mowed in season only.

4) No transfer of any lot, burial space or burial plot may be made to anyone; except that it may be resold to the City of Cascade locks at a price equal to 10 percent less per grave space than the price paid by the grantee.

5) No enclosure of any nature, such as fences, copings, hedges, or ditches, shall be allowed around any burial lot.

6) Grave mounts or mounds will not be allowed. No lot or lots shall be raised above the established grade. The grave will receive the same general care as other parts of the lawn, the grass being cut and the leaves and debris raked off at the time that the remainder of the lawn is cleaned.

7) The City shall take reasonable precaution to protect the plot owners and the property rights of plot owners within the cemetery from loss or damage; but it will not be liable, and it distinctly disclaims all responsibility for loss or damage caused by the elements, an act of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots, or order of any military or civil authority, whether the damage be direct or collateral, other than as herein provided.

8) It shall be the duty of the plot owner to notify the City Administration Office of any change of their mailing address. Notice sent to a plot owner at the last address on file in the office of the City shall be considered sufficient and proper legal notification.

9) All fittings, adornment, urns, inscriptions, and/or arrangements are hereby declared to be subject to the approval and control of, and acceptance or rejection by, the Superintendent under the direction of the Council.

10) No flower receptacles may be placed on any lot [or] plot, unless of metal of approved material, size, and design, and set level with the established grade.

11) If boxes, shells, toys, metal designs, ornaments, chairs, settees, vases, glass, wood, or iron cases, and similar articles are placed upon lots, the Superintendent reserves the right to remove the same.

SECTION 4. Flowers and Shrubs.

1) Cut flowers will be removed from the grave at the discretion of the Superintendent, and in no event shall they be left thereon longer than two weeks. As soon as practicable after the flowers are removed from a new grave, the earth shall be settled and restored to conform to the surrounding surface of the cemetery.

2) No trees, shrubs, or plants shall be planted, pruned, or removed without the consent of the Superintendent. Acting for the best interests of the cemetery, the Superintendent shall have authority to prune, remove, or transplant any tree, shrub, plant, or anything upon a lot or plot when he/she may consider such a course necessary.

SECTION 5. Monuments and Markers.

- 1) Under no conditions shall upright monuments be allowed within the plotted cemetery area as administered by the City.
- 2) Every tombstone shall be erected upon a solid concrete foundation with a mixture of not less than four parts sand and gravel to one part cement, and must be no less than eight inches in the ground and otherwise of sufficient size and depth in ground to permanently support a tombstone, said foundation to exceed the size of said monument at least six inches on all sides; and the Superintendent or his/her assistant shall supervise the placing and setting of tombstones, unless written permission otherwise is given by Superintendent and filed with the City.
- 3) All tombstones must be good grade granite or bronze, or other approved stone. No temporary grave markers will be installed or erected if the same will in any manner interfere with the mowing, care, or other maintenance of said cemetery, or any part thereof.
- 4) The City will exercise all possible care to protect raised lettering, carving, or ornaments on any memorial or other structure on any lot, but it disclaims responsibility for any damage or injury whatever.
- 5) No material shall be allowed to remain in longer than is reasonably necessary for any construction work. No work shall be started on Saturday which cannot be completed on that day. No heavy teaming or trucking will be allowed in wet weather.
- 6) If any monument, effigy, or structure whatever, or any inscription or sign be placed upon any lot which the Superintendent shall decide to be offensive, unsightly, or improper, the City or Superintendent reserves the right to remove the same from the cemetery grounds.

SECTION 6. Interments and Removals.

- 1) No interment will be permitted or body received unless the proper certificate is furnished giving the name and residence of the deceased, the name of the nearest relative, and the time and place of death. Twelve hours' daylight notice must be given before any interment.
- 2) Liner or vault must be used.
- 3) Only one casket shall be interred in a grave.
- 4) No permit shall be issued unless all monies due the City have been paid. The burial permit must be filed with the Superintendent upon delivery of the body. Notice of the hour of the funeral must be given at least 12 hours prior to burial services.
- 5) Superintendent must receive burial permit, sign and return to registrar, the Oregon State Board of Health, Portland, Oregon. The City shall not be liable for the interment permit, nor for the identity of the person sought to be interred.
- 6) A disinterment permit is to be procured from the State Board of Health. No disinterment shall be made except with the consent of the Superintendent, or public officer or official having authority to order such disinterment and upon the written consent of the authorized representative (next of kin). The City shall use the utmost care in making a removal, but it shall assume no responsibility or liability whatsoever for damage to any casket, cement or steel grave vault or burial case, or urn incurred in making the removal. A disinterment charge shall be levied for any necessary disinterment.
- 7) The City shall not be held responsible for any order given by telephone, or for any mistake occurring from the want of precise or proper instructions as to the particular space, size, and location in a plot where interment is desired.
- 8) The City reserves and shall have the right to correct any errors that may be made by it either in making interments, disinterment, or removals; or in the description, transfer, or conveyance of any interment property, either by canceling such conveyance and substituting and conveying in lieu thereof property of equal value and similar location as far as possible, or as may be selected by the City; or, in the sole discretion of the City, by refunding the amount of money paid in account of said purchase.

In the event such error shall involve the interment of the remains of any person in such property, the City reserves and shall have the right to remove and/or transfer such remains so interred to such other property of equal value and similar location as may be substituted and conveyed in lieu thereof.

9) No interments shall be permitted on Sundays, or any of the following holidays; Memorial Day, Fourth of July, Labor Day, Thanksgiving, Christmas, New Year's Day, and Washington's Birthday, unless authorized by Superintendent.

10) Arrangements for opening a closing of burial plots shall be at the expense of the plot owners or heirs.

11) Disbursement of cremains is prohibited.

SECTION 7. Repeal of Prior Ordinances. City of Cascade Locks Ordinance No. 151 is hereby repealed.

SECTION 8. Separability. Should any section, subsection, paragraph, sentence, clause or phrase of this ordinance be declared invalid, such declaration shall not affect the validity of any other section, subsection, paragraph, sentence, clause, or phrase; and if this ordinance, or any portion thereof, should be held to be invalid on one ground but valid on another, it shall be construed that the valid ground is the one upon which said ordinance, or such portion thereof, was enacted.

SECTION 9. Effective Date. This ordinance shall take effect on the 30th day following its enactment.

ADOPTED by the City Council this 24th day of November, 2014.

APPROVED by the Mayor this 24th day of November, 2014.

Mayor

ATTEST:

City Recorder

1st Reading 11/10/14

ORDININANCE NO. 151

AN ORDINANCE PROVIDING FOR RULES AND REGULATIONS AND CONTROL CONCERNING CARE, PLACING OF MONUMENTS, PLANTING OF SHRUBS, GOVERNMENT, AND OPERATION OF CASCADE LOCKS CEMETERY OF CASCADE LOCKS, OREGON.

WHEREAS, the municipal cemetery of Cascade Locks in known as and has been assigned officially the name of Cascade Locks Cemetery, and

WHEREAS, it is the desire of the ~~city~~ City of Cascade Locks, Oregon, to establish and conduct the Cascade Locks Cemetery in harmony with an modern and park like cemetery;

NOW, THEREFORE, the City of Cascade Locks, Hood River County, Oregon ordains as follows:

~~The city of Cascade Locks, Hood River County, Oregon ordains as follows:~~

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SECTION 1. Definitions. The following definitions will apply and be controlling in interpreting the effect and construction to be placed upon various portions of this ordinance.

- 1) The term cemetery is hereby defined to include a burial park for earth interments, ~~a community mausoleum for vault and crypt interments.~~
- 2) Lot or burial space. The terms "lot" or "burial plot" shall be used interchangeably and shall apply with like effect to any one grave, ~~any one crypt or vault,~~ or to any one adjoining niche. Single grave spaces shall be at least four feet by eight feet by four feet depth.
- 3) Interment defined. The term "interment" shall mean the permanent disposition of the remains of a deceased person by cremation or inurnment, ~~entombment~~ or burial.
- 4) Memorial defined. The term "memorial" shall include a monument, marker, tablet, headstone, ~~private mausoleum or tomb for family or individual use,~~ tombstone, ~~surface burial vault,~~ urn, and crypt and niche plates.
- 5) Monument defined. The term "monument" shall include a tombstone or memorial of granite or other approved stone, which shall not extend above the surface or level of the ground.

SECTION 2. ~~City Treasurer~~Finance. The ~~city~~ City treasurer shall receive, issue proper receipts for, and place in appropriate cemetery funds all monies due the ~~city~~ City of Cascade Locks (hereinafter referred to as the "~~city~~City") from the sale of lots, services furnished and from all other sources.

There shall be appointed a ~~cemetery~~ Cemetery superintendent ~~Superintendent~~ by the ~~mayor~~ Mayor with ~~eeuncil~~ Council approval, and he/she shall keep the following records in conjunction with the ~~city treasurer~~ City Administration Department:

- a) A diagram of each lot sold in the cemetery and identified by number of block, number of lots, date sold and name and address of owner.
- b) An index of lot numbers showing full name of the owner and lot and block number.
- c) An interment record register containing a cumulative record of burials; showing the date of interment, the name, the place of death, name and address of funeral director, lot, block, and location of grave.
- d) A lot ownership record containing copies of receipts issued at the time of sale of the lots.

[The] ~~city-City treasurer~~ is authorized to collect a plot fee, as established from time to time by the ~~city-City council~~ Council, for each transfer of ownership from the ~~city-City~~ City to the purchaser.

SECTION 3. General Supervision of the Cemetery.

1) Subject to the order of the ~~city-City council~~ Council, the ~~superintendent~~ Superintendent shall have absolute charge of the cemetery and is authorized to enforce the rules; to maintain order; to supervise all workmen, visitors, and drivers; to expel from the grounds any improper person or persons, or those who violate the rules; and to refuse admission to any person or materials when he may deem such action necessary. The ~~superintendent~~ Superintendent shall have and is hereby granted the powers of arrest, the same as ~~city police officers~~, for any and all violation of any of the provisions of this ordinance.

2) All lots or sold subject to the rules a regulations concerning this cemetery now in force or which may thereafter be adopted. No lots will be used for any other than burial of the human dead.

3) All work in the cemetery will be done under the direct of the ~~superintendent~~ Superintendent. Lots will be set to grass and m-owed in season only.

4) No transfer of any lot, burial space or burial plot may be made to anyone; except that it may be resold to the ~~city-City~~ City of Cascade locks at a price equal to 10 percent ~~or less~~ per grave space than the price paid by the grantee.

5) No enclosure of any nature, such as fences, copings, hedges, or ditches, shall be allowed around any burial lot.

6) Grave mounts or mounds will not be allowed. No lot or lots shall be raised above the established grade. The grave will receive the same general care as other parts of the lawn, the grass being cut and the leaves and debris raked off at the time that the remainder of the lawn is cleaned.

7) The ~~city-City~~ City shall take reasonable precaution to protect the plot owners and the property rights of plot owners within the cemetery from loss or damage; but it will not be liable, and it distinctly disclaims all responsibility for loss or damage caused by the elements, an act of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots, or order of any military or civil authority, whether the damage be direct or collateral, other than as herein provided.

8) It shall be the duty of the plot owner to notify the ~~superintendent~~ City Administration Office of any change in his ~~their~~ ~~post office~~ mailing address. Notice sent

to a plot owner at the last address on file in the office of the ~~city~~ City ~~treasurer or superintendent~~ shall be considered sufficient and proper legal notification.

9) All fittings, adornment, urns, inscriptions, and/or arrangements are hereby declared to be subject to the approval and control of, and acceptance or rejection by, the ~~superintendent~~ Superintendent under the direction of the ~~council~~ Council.

10) No flower receptacles may be placed on any lot [or] plot, unless of metal of approved material, size, and design, and set level with the established grade.

11) If boxes, shells, toys, metal designs, ornaments, chairs, settees, vases, glass, wood, or iron cases, and similar articles are placed upon lots, the ~~superintendent~~ Superintendent reserves the right to remove the same.

SECTION 4. Flowers and Shrubs.

1) Cut flowers will be removed from the grave at the discretion of the ~~superintendent~~ Superintendent, and in no event shall they be left thereon longer than two weeks. As soon as practicable after the flowers are removed from a new grave, the earth shall be settled and restored to conform with surrounding surface of the cemetery.

2) No trees, shrubs, or plants shall be planted, pruned, or removed without the consent of the ~~superintendent~~ Superintendent. Acting for the best interests of the cemetery, the ~~superintendents~~ Superintendent shall have authority to prune, remove, or transplant any tree, shrub, plant, or anything upon a lot or plot when he/she may consider such a course necessary.

SECTION 5. Monuments and Markers.

1) Under no conditions shall upright monuments be allowed within the plotted cemetery area as administered by the ~~city~~ City.

2) Every tombstone shall be erected upon a solid concrete foundation with a mixture of not less than four parts sand and gravel to one part cement, and must be no less than eight inches in the ground and otherwise of sufficient size and depth in ground to permanently support a tombstone, said foundation to exceed the size of said monument at least six inches on all sides; and the ~~superintendent~~ Superintendent or his/her assistant shall supervise the placing and setting of tombstones, unless written permission otherwise is given by ~~superintendent~~ Superintendent and filed with the ~~city~~ City ~~treasurer~~. ~~No city employee shall be permitted to set any stone during working hours.~~

3) All tombstones must be a good grade granite or bronze, or other approved stone. No temporary grave markers will be installed or erected if the same will in any manner interfere with the mowing, care, or other maintenance of said cemetery, or any part thereof.

4) ~~Before any private vault, tomb, sarcophagus, mausoleum, and/or columbarium is erected, a sum of money estimated by the city council to be sufficient to yield an income for the proper care of such structure in a proper manner must be deposited with the city treasurer.~~

5) ~~4) The city~~ City will exercise all possible care to protect raised lettering, carving, or ornaments on any memorial or other structure on any lot, but it disclaims responsibility for any damage or injury whatever.

6)5) No material shall be allowed to remain in longer than is reasonably necessary for any construction work. No work shall be started on Saturday which cannot be completed on that day. No heavy teaming or trucking will be allowed in wet weather.

7) If any monument, effigy, or structure whatever, or any inscription or sign be placed upon any lot which the ~~superintendent~~ Superintendent shall decide to be offensive, unsightly, or improper, the ~~city~~ City or ~~superintendent~~ Superintendent reserves the right to remove the same from the cemetery grounds. ~~A private mausoleum or like structure, must be first approved by the city council.~~

6)

SECTION 6. Interments and Removals.

1) No interment will be permitted or body received unless the proper certificate is furnished giving the name and residence of the deceased, the name of the nearest relative, and the time and place of death. Twelve hours' daylight notice must be given before any interment.

2) Liner or vault must be used.

3) Only one casket shall be interred in a grave.

4) No permit shall be issued unless all monies due the ~~city~~ City have been paid. The burial permit must be filed with the ~~superintendent~~ Superintendent upon delivery of the body. Notice of the hour of the funeral must be given at least 12 hours prior to burial services.

5) Superintendent must receive burial permit, sign and return to registrar, the Oregon State Board of Health, Portland, Oregon. The ~~city~~ City shall not be liable for the interment permit, nor for the identity of the person sought to be interred.

6) A disinterment permit is to be procured from the State Board of Health. No disinterment shall be made except with the consent of the ~~superintendent~~ Superintendent, ~~or upon the written consent of the lot owners, the surviving spouse, and/or members of the immediate family, and~~ or public officer or official having authority to order such disinterment and upon written consent of the authorized representative (next of kin). The ~~city~~ City shall use the utmost care in making a removal, but it shall assume no responsibility or liability whatsoever for damage to any casket, cement or steel grave vault or burial case, or urn incurred in making the removal. A disinterment charge shall be levied for any necessary disinterment.

7) The ~~city~~ City shall not be held responsible for any order given by telephone, or for any mistake occurring ~~form~~ from the want of precise or proper instructions as to the particular space, size, and location in a plot where interment is desired.

8) The ~~city~~ City reserves and shall have the right to correct any errors that may be made by it either in making interments, disinterments, or removals; or in the description, transfer, or conveyance of any interment property, either by canceling such conveyance and substituting and conveying in lieu thereof property of equal value and similar location as far as possible, or as may be selected by the ~~city~~ City; or, in the sole discretion of the ~~city~~ City, by refunding the amount of money paid in account of said purchase. In the event such error shall involve the interment of the remains of any person in such property, the ~~city~~ City reserves and shall have the right to remove and/or transfer such remains so interred to such other property of equal value and similar location as may be substituted and conveyed in lieu thereof.

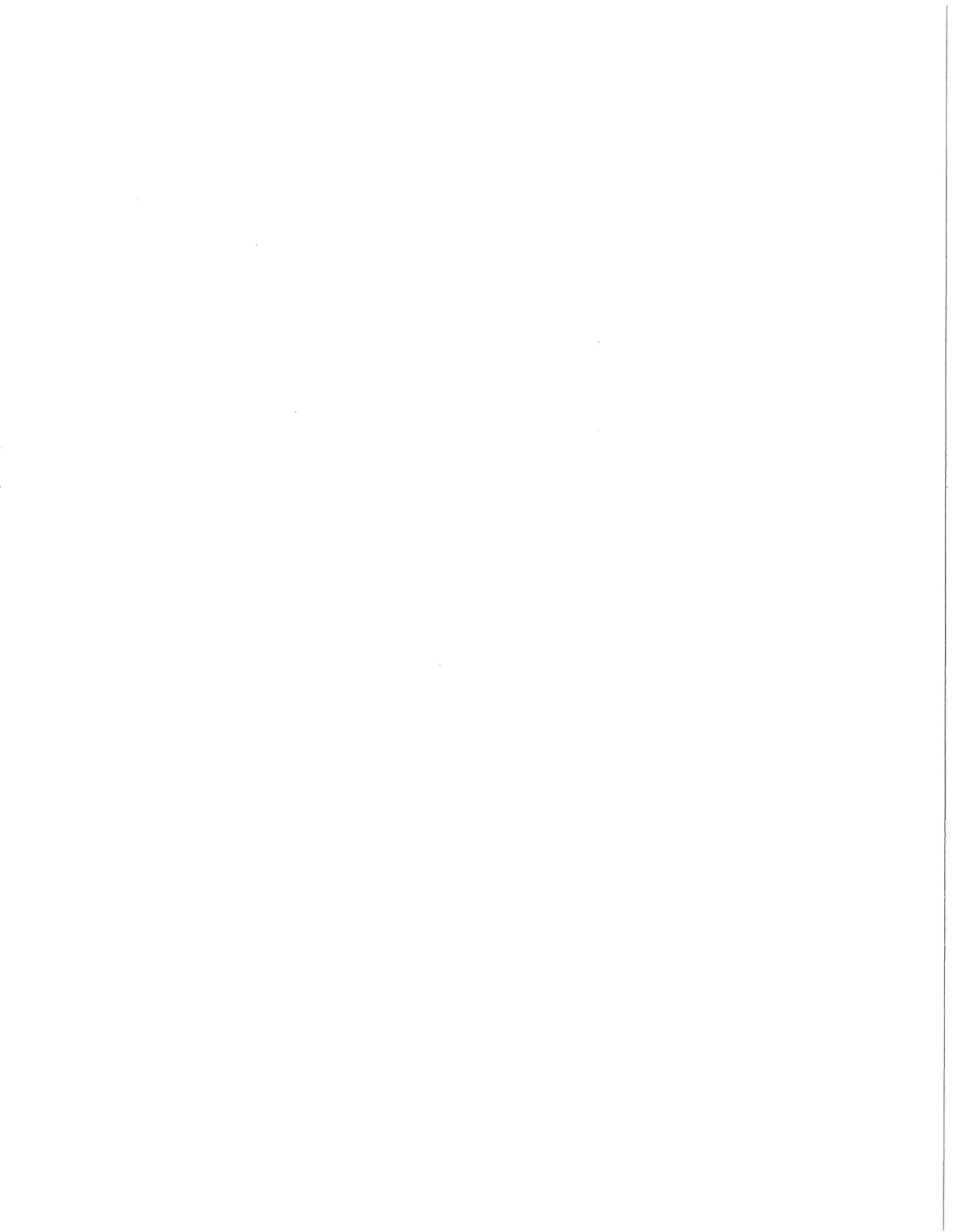
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9) No interments shall be permitted on Sundays, or any of the following holidays; Memorial Day, Fourth of July, Labor Day, Thanksgiving, Christmas, New Year's Day, and Washington's Birthday, unless authorized by superintendent ~~superintendent~~ Superintendent.

10) Arrangements for opening a closing of burial plots shall be at the expense of the plot owners or heirs.

~~40)11) Disbursement of cremains is prohibited.~~

Passed by the council and approved by the mayor September 16, 1968.



STAFF REPORT

Date Prepared: 11/14/14

For City Council Meeting on: 11/24/14

TO: Honorable Mayor and City Council

PREPARED BY: Kathy Woosley

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approve Resolution No. 1319

SYNOPSIS: The Oregon Mortuary & Cemetery Board performed an onsite facility inspection and a document/records inspection for our cemetery. Changes were made to the Ordinance per discussion of Council at the last meeting. Resolution No. 929 references the Ordinance so with a new ordinance the resolution needed updated.

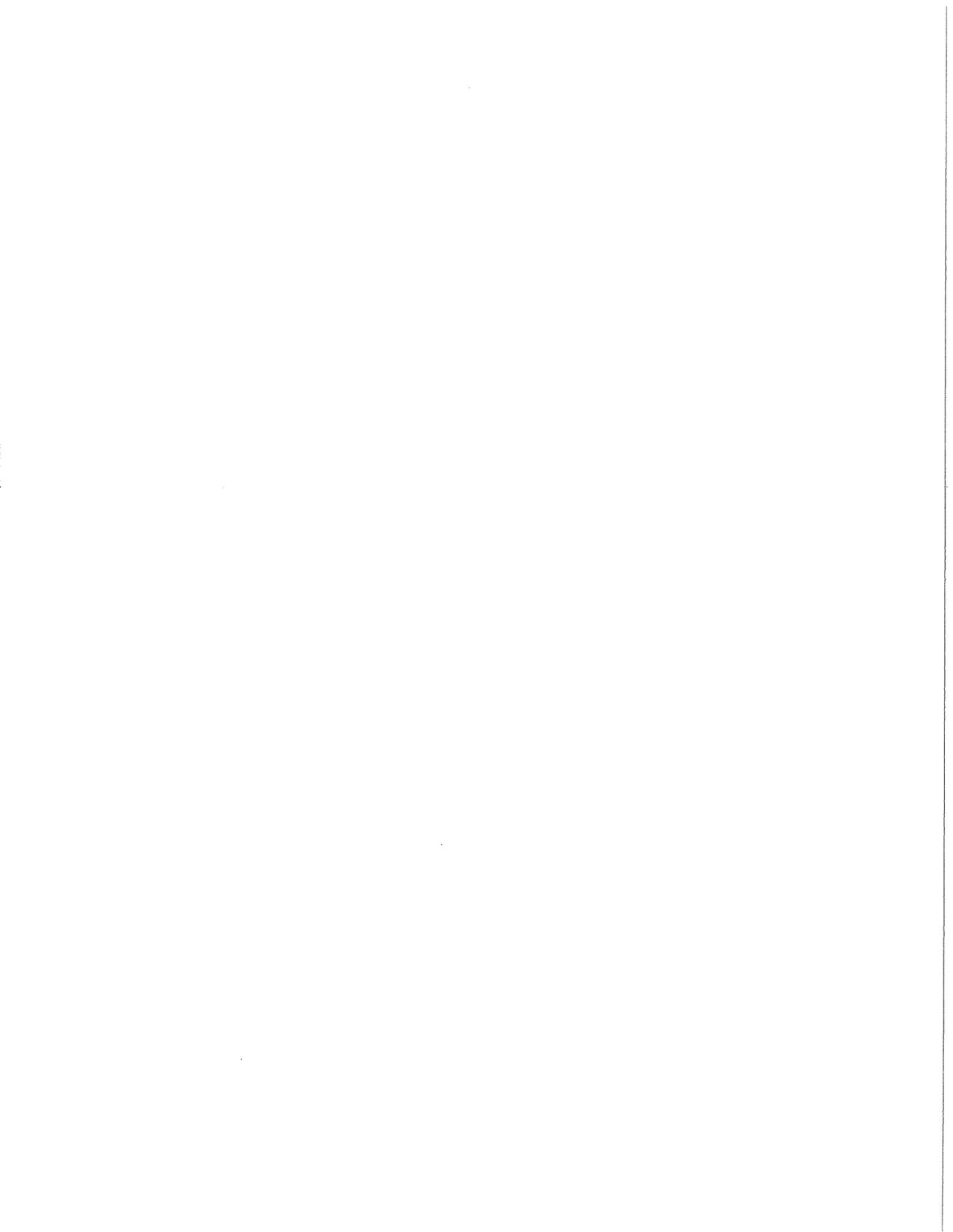
CITY COUNCIL OPTIONS:

1. Approve Resolution No. 1319.

RECOMMENDATION: Approve Resolution No. 1319 setting rates for cemetery fees; and repealing Resolution No. 929.

Legal Review and Opinion: None necessary.

Financial review and status: None necessary.



RESOLUTION NO. 1319

A RESOLUTION SETTING RATES FOR CEMETERY USE FEES; AND REPEALING RESOLUTION NO. 929.

WHEREAS, the City of Cascade Locks owns and maintains a cemetery; and

WHEREAS, the City needs to establish fees for use of plots and services associated with the burial of human remains; and

WHEREAS, the rates established in this resolution shall be used for paying the costs of City services and for paying the costs of cemetery maintenance.

NOW, THEREFORE, THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS RESOLVES AS FOLLOWS:

Section 1. Cemetery Use Fees.

A. Sales of grave spaces or burial plots:

Grave spaces/burial plots*	\$ 700.00**
Smaller sized plots (up to four cremains)	400.00

* Vault or liner required

* Plot can accommodate up to six (6) urns

** The above fees are split as follows:
85% to the Cemetery Fund and 15% to the Cemetery Trust Fund.*

B. Sexton fees:	<u>Weekdays</u>	<u>Saturdays</u>
Opening and closing graves	\$300.00	\$ 550.00
Opening and closing graves/infants	200.00	450.00
Inter cremains in grave spaces	150.00	400.00
Disinterment	1,500.00	Not Available

C. Marker Placements:*

Up to size 2'x 3' (864 square inches)	
With concrete base, 6" base required	75.00
Without concrete base, if City provides concrete base	\$ 125.00

Over size 2'x 3' - \$.15 per square inch

* Temporary marker required

* All markers must be flush with ground

* No outside installation allowed

* No permanent plantings

Section 2. Financial Arrangements.

- A. Grave spaces only may be purchased pre-need in installments, interest free, with a minimum monthly payment of one twelfth of the total sale.
- B. No other services will be sold pre-need.
- C. All above services must be paid in full at the time actual service is requested.
- D. Grave spaces and services fully paid before the adoption of this resolution will not be charged additional fees for those spaces or services.

Section 3. Rules for Use of the Cascade Locks Cemetery. The following rules are hereby set to compliment or stand in addition to all rules set forth in Ordinance No. 437 and shall be posted in a conspicuous place at the Cemetery.

- A. Fresh flowers, artificial flowers or potted plants may be placed on graves at any time, and will be removed when they become unsightly or at the discretion of the Public Works Field Supervisor.
- B. Only approved metal vases and containers will be allowed. Vases, containers and other objects made of glass are prohibited. Any items that are not in compliance with this rule will be removed by the Public Works Field Supervisor.
- C. No permanent plantings are allowed on or around the gravesites, except those set by the Public Works Department. Any items that are not in compliance with this rule will be removed by the Public Works Field Supervisor.
- D. Christmas decorations are permitted during the Holiday season. Decorations will be removed when they become unsightly or at the discretion of the Public Works Field Supervisor.
- E. No animals are allowed in the Cemetery, except seeing-eye dogs or other handicap assistance animals that are engaged in performing their assistance tasks. Any animals in violation of this rule will be considered a public nuisance and are subject to the penalties cited in Ordinance No. 344.

Section 4. Repeal of Resolution No. 929. Resolution No. 929 is hereby repealed.

ADOPTED by the City Council this 24th day of November, 2014.

APPROVED by the Mayor this 24th day of November, 2014.

Mayor

ATTEST:

City Recorder

RESOLUTION NO. 929

revised 11/01/01

A RESOLUTION SETTING RATES FOR CEMETERY USE FEES; AND REPEALING RESOLUTION NO. 910.

WHEREAS, the City of Cascade Locks owns and maintains a cemetery; and

WHEREAS, the City needs to establish fees for use of plots and services associated with the burial of human remains; and

WHEREAS, new real property adjoining the existing cemetery has been purchased and, further, requires fencing, plot lay-out design,; and landscaping; and

WHEREAS, the rates established in this resolution shall be used for paying the costs of City services, and for preparing the new property for use as a cemetery, and to provide revenue for paying the costs of cemetery maintenance.

NOW, THEREFORE, THE COMMON COUNCIL FOR THE CITY OF CASCADE LOCKS RESOLVES AS FOLLOWS:

Section 1. Cemetery Use Fees.

A. Sales of grave spaces or burial plots:

Grave spaces/burial plots*	\$ 700.00**
Smaller sized plots (up to four cremains)	400.00

- * Vault or liner required
- * Plot can accommodate up to six (6) urns

**** The above fees are split as follows:
85% to the Cemetery Fund and 15% to the Cemetery Trust Fund.***

B. Sexton fees:	<u>Weekdays</u>	<u>Saturdays</u>
Opening and closing graves	\$300.00	\$ 550.00
Opening and closing graves/infants	200.00	450.00
Inter cremains in grave spaces	150.00	400.00
Disinterment	1,500.00	Not Available

C. Marker Placements:*

Up to size 2'x 3' (864 square inches)	
With concrete base, 6" base required	75.00
Without concrete base, if City provides concrete base	\$ 125.00

Over size 2'x 3' - \$.15 per square inch

- * Temporary marker required
- * All markers must be flush with ground
- * No outside installation allowed
- * No permanent plantings

Section 2. Financial Arrangements.

- A. Grave spaces only may be purchased pre-need in installments, interest free, with a minimum monthly payment of one twelfth of the total sale.
- B. No other services will be sold pre-need.
- C. All above services must be paid in full at the time actual service is requested.
- D. Grave spaces and services fully paid before the adoption of this resolution will not be charged additional fees for those spaces or services.

Section 3. Rules for Use of the Cascade Locks Cemetery. The following rules are hereby set to compliment or stand in addition to all rules set forth in Ordinance No. 151, and shall be posted in a conspicuous place at the Cemetery.

- A. Fresh flowers, artificial flowers or potted plants may be placed on graves at any time, and will be removed when they become unsightly or at the discretion of the Public Works Superintendent.
- B. Only approved metal vases and containers will be allowed. Vases, containers and other objects made of glass are prohibited. Any items that are not in compliance with this rule will be removed by the Public Works Superintendent.
- C. No permanent plantings are allowed on or around the gravesites, except those set by the Public Works Superintendent. Any items that are not in compliance with this rule will be removed by the Public Works Superintendent.
- D. Christmas decorations are permitted during the Holiday season. Decorations will be removed when they become unsightly or at the discretion of the Public Works Superintendent.
- E. No animals are allowed in the Cemetery, except seeing-eye dogs or other handicap assistance animals that are engaged in performing their assistance tasks. Any animals in violation of this rule will be considered a public nuisance and are subject to the penalties cited in Ordinance No. 344.

Section 4. Repeal of Resolution No. 910. Resolution No. 910 is hereby repealed.

ADOPTED by the City Council this 5th day of November, 2001.

APPROVED by the Mayor this 5th day of November, 2001.

Mayor

ATTEST:

City Recorder

AGENDA ITEM NO: 5.F.

CASCADE LOCKS STAFF REPORT

Date Prepared: November 13, 2014

For City Council Meeting on: November 24, 2014

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approval of Auditor Contract

SYNOPSIS: Our current contract agreement with Onstott, Broehl, and Cyphers, P.C. concludes with this year's audit. The attached agreement is for another three year period.

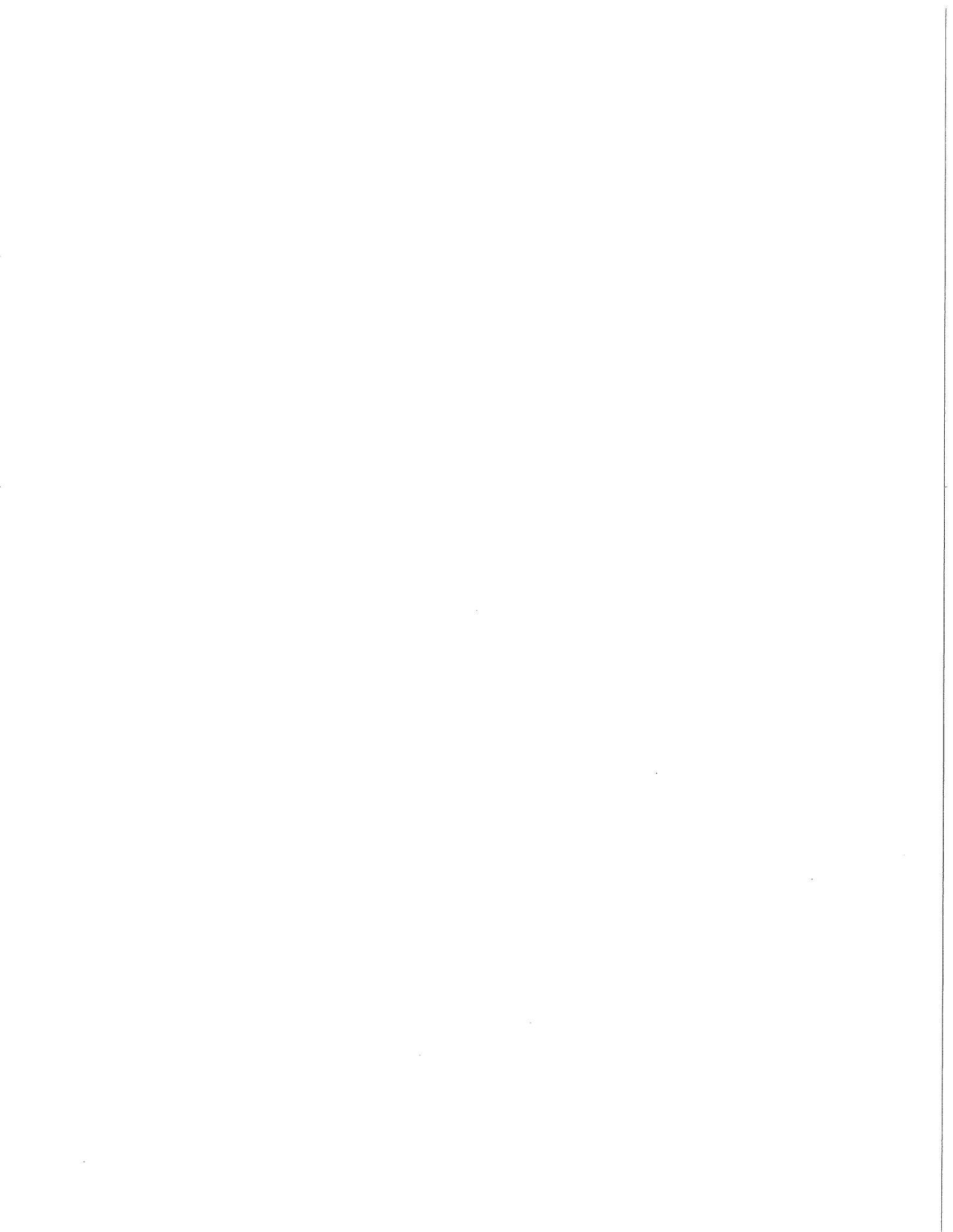
Ken Onstott has been the City Auditor for over 20 years.

The November 7 proposal letter is included with this staff report. I have also included a letter from the American Institute of CPA's that addresses the potential costs of mandatory audit firm rotation.

CITY COUNCIL OPTIONS:

1. Approve the proposed agreement.
2. Reject the proposed agreement and direct staff to advertise for a new auditor.
3. Do nothing at this time.

RECOMMENDED MOTION: "I move to approve the proposed agreement with Onstott, Broehl & Cyphers, P.C. for the audits for 2015, 2016, and 2017."



Onstott, Broehl & Cyphers, P. C.

Certified Public Accountants

KENNETH L. ONSTOTT, c.p.a.
JAMES T. BROEHL, c.p.a.
RICK M. CYPHERS, c.p.a.

WILLIAM S. ROOPER, c.p.a. retired

MEMBERS:

American Institute of c.p.a.'s
Oregon Society of c.p.a.'s

OFFICES:

100 EAST FOURTH STREET
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Telephone: (541) 296-9131
Fax: (541) 296-6151

1313 BELMONT STREET
HOOD RIVER, OREGON 97031
Telephone: (541) 386-6661
Fax: (541) 308-0178

November 7, 2014

City of Cascade Locks
Cascade Locks, OR 97014

We are pleased to confirm our understanding of the services we are to provide the City of Cascade Locks for the years ended June 30, 2015, 2016, and 2017. We will audit the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the entity's basic financial statements, of the City of Cascade Locks as of and for the years ended June 30, 2015, 2016 and 2017. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Cascade Lock's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Cascade Lock's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- Management's discussion and analysis.
- Schedules of revenues, expenditures and changes in fund balances – budget and actual for major funds.

We have also been engaged to report on supplementary information other than RSI that accompanies City of Cascade Locks' financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- Combining and individual nonmajor fund financial statements.
- Schedules of revenues, expenditures and changes in fund balances – budget and actual.
- Schedule of property tax transactions.
- Schedule of bonded and long-term debt transactions.
- Schedule of future debt service requirements.

The following additional information accompanying the basic financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our accountant's report will disclaim an opinion:

- Audit comments and disclosures required by state regulations.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. Our audit will be conducted in accordance with auditing standards, generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the City of Cascade Locks and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of City of Cascade Locks' financial statements. Our report will be addressed to Mayor and City Council of City of Cascade Locks. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that City of Cascade Locks is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Management Responsibilities

Management is responsible for the financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will assist with preparation of your financial statements and related notes. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud, or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud, or illegal acts affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements or abuse that we may report.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous audits, attestation engagements, performance audits, or studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and the timing and format for providing that information.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which

we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures – Internal Controls

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Cascade Locks' compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Audit Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any invoices selected by us for testing.

We will provide copies of our reports to the City of Cascade Locks; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Onstott, Broehl & Cyphers, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Department of Agriculture or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Onstott, Broehl & Cyphers, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Department of Agriculture. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the part(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately October 1, 2015 and to issue our reports no later than December 31, 2015. Kenneth Onstott is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, typing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will be as follows:

2015	\$24,500
2016	25,250
2017	26,000

An additional fee of \$1,500 will be added for any year a Single Audit is required. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered periodically as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2012 peer report accompanies this letter.

We appreciate the opportunity to be of service to the City of Cascade Locks and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter please sign the enclosed copy and return it to us.

Very truly yours,



Onstott, Broehl & Cyphers, P.C.

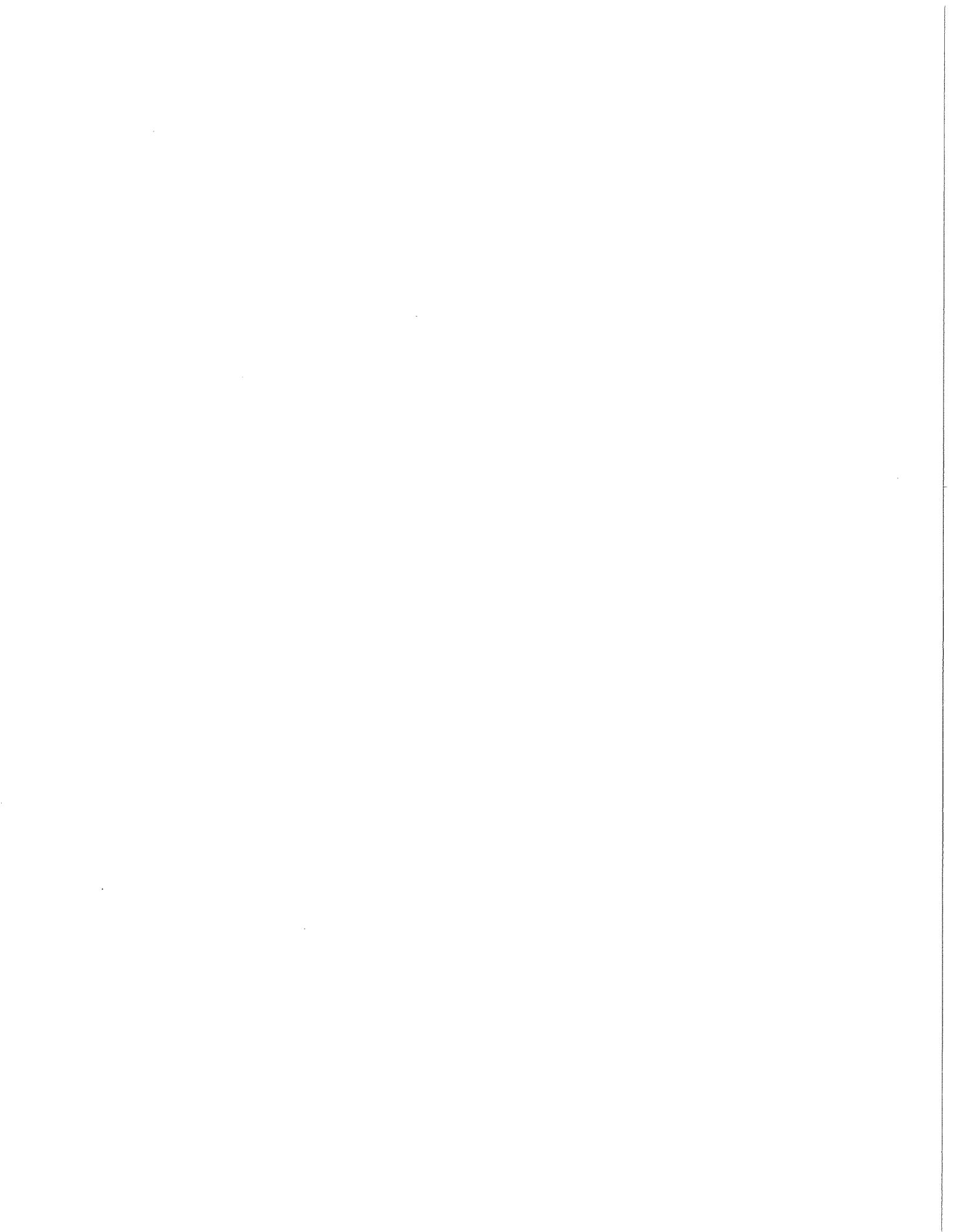
RESPONSE:

This letter correctly sets forth the understanding of City of Cascade Locks.

By: _____

Title: _____

Date: _____





READ & BOSE, PC

CERTIFIED PUBLIC
ACCOUNTANTS

System Review Report

To the Shareholders of
Onstott, Broehl & Cyphers, P.C.
and the Peer Review Committee of the Oregon Society of CPAs

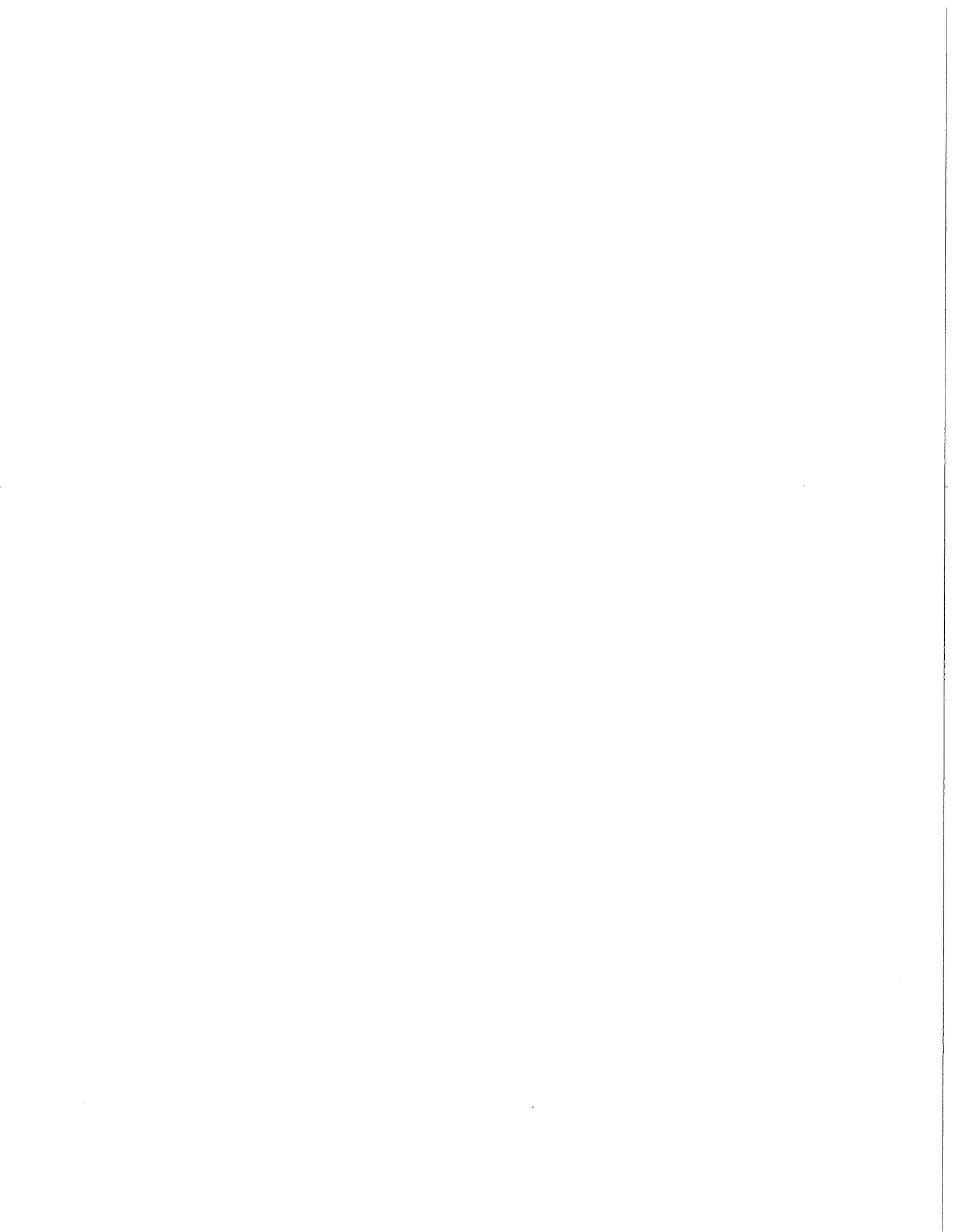
We have reviewed the system of quality control for the accounting and auditing practice of Onstott, Broehl & Cyphers, P.C. (the firm) in effect for the year ended January 31, 2012. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included an engagement performed under *Government Auditing Standards*.

In our opinion, the system of quality control for the accounting and auditing practice of Onstott, Broehl & Cyphers, P.C. in effect for the year ended January 31, 2012, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Onstott, Broehl & Cyphers, P.C. has received a peer review rating of *pass*.

Read & Bose, PC

July 17, 2012





American Institute of CPAs
1211 Avenue of the Americas
New York, NY 10036-8775

December 14, 2011

VIA ELECTRONIC MAIL

Office of the Secretary
Public Company Accounting Oversight Board
1666 K Street, N.W.
Washington D.C. 20006-2803

Re: Request for Public Comment: Concept Release on Auditor Independence and Audit Firm Rotation

Dear Office of the Secretary:

The American Institute of Certified Public Accountants' ("AICPA") is pleased to comment on the Public Company Accounting Oversight Board's ("PCAOB" or "Board") Rulemaking Docket Matter No. 037, "Concept Release on Auditor Independence and Audit Firm Rotation" (the "Concept Release"). The AICPA is the largest professional association of certified public accountants in the United States, with over 370,000 members in business, industry, public practice, government, and education. Throughout its history the AICPA has been deeply committed to promoting and strengthening auditor independence and objectivity.

Due to the subject matter of the Concept Release, the AICPA has received input from members of its Professional Ethics Executive Committee (PEEC). Through the PEEC, the AICPA devotes significant resources to independence activities, including evaluating existing standards, proposing new standards, and interpreting and enforcing those standards.

General comment

The AICPA supports and shares the PCAOB's overall goal to enhance auditor independence, objectivity and professional skepticism. Clearly, independence, objectivity and professional skepticism serve as the foundation of a high quality audit and we agree that these core values should be continually assessed and enhancements made, where necessary. However, we are concerned that the PCAOB's focus appears to be on mandatory firm rotation as a means to achieve such enhancements. Moreover, it appears that the Board's rationale for pursuing mandatory firm rotation is based on an unsubstantiated presumption that its inspection findings are the result of a lack of auditor objectivity and professional skepticism and that this could be improved through mandatory firm rotation. While auditor objectivity and professional skepticism is one driver of a high quality audit, there are also other important drivers such as the auditor's competence (e.g., industry knowledge and experience), appropriate application of the audit methodology, as well as robust audit and quality control standards.

Indeed, the Board has acknowledged that its preliminary analysis of inspection data appears to show no correlation between auditor tenure and the number of comments in its inspection

reports. Accordingly, we recommend that the Board further study and analyze the root causes of its inspection findings and for the reasons stated below, refrain from pursuing a mandatory firm rotation requirement.

Mandatory firm rotation carries costly and unintended consequences

We believe that mandatory firm rotation carries significant costs and possible unintended consequences that have the potential to hinder audit quality rather than the intended goal of enhancing audit quality. We have provided examples of such costs and unintended consequences below for the Board's consideration.

Research indicates adverse impact on audit quality

Research indicates that mandatory firm rotation may have an adverse impact on audit quality;¹ however, we are not aware of any such credible research that exists demonstrating that firm rotation would significantly improve audit quality. In fact, numerous academic studies indicate that audit quality actually increases with audit firm tenure.² Experience and knowledge of the company's operations and industry are crucial to a high quality audit and such knowledge and experience increases with audit tenure. Academic research has demonstrated that audit quality "tends to improve rather than worsen with tenure, providing support to the expectation that there is a significant learning process for the auditor, i.e., an auditor needs time to get to know sufficiently well the business of the client and, consequently, audit quality tends to increase over time."³ Such studies have further concluded that audit quality suffers when the auditor lacks a solid base of experience and understanding of a public company's business.⁴

Mandatory firm rotation may also result in a greater risk of fraud and therefore, adversely impact audit quality. Specifically, academic research indicates that fraudulent financial reporting is more likely to occur in the first three years of the auditor-client relationship. Furthermore, such research concludes that there is no evidence that the risk of fraudulent financial reporting is greater with long audit tenure.⁵

Finally, while some may argue that there is a *perception* that long audit tenure may adversely impact auditor objectivity and professional skepticism and therefore, impair the *appearance* of

¹ See, *Audit Firm Tenure and Fraudulent Financial Reporting*, Joseph Carcello and Albert Nagy (January 2004); *Auditor Tenure and Auditor Change: Does Mandatory Auditor Rotation Really Improve Audit Quality?* Mara Cameran, Annalisa Prencipe, and Marco Trombetta (2008)

² See, *Mandatory Audit Firm Rotation and Audit Quality*, Andrew B. Jackson, Michael Moldrich and Peter Roebuck (The University of New South Wales) (July 2007)

³ See, *Auditor Tenure and Auditor Change: Does Mandatory Auditor Rotation Really Improve Audit Quality?*, Working Paper, Bocconi University (Milan- Italy) and IE Business School (Madrid- Spain), Cameran, M., Prencipe, A., Trombetta, M. (2010).

⁴ See, *Earnings Quality: Some Evidence on the Role of Auditor Tenure and Auditors' Industry Expertise*, Ferdinand A. Gul, Simon Yu Kit Fung, and Bikki Jaggi (2007); *A Survey of the Impact of Mandatory Rotation Rule on Audit Quality and Audit Pricing in Italy*, SDA Bocconi University (Milan-Italy) M. Cameran, M. Livatino, N. Pecchiari, A. Viganò (2003); *Auditor Tenure and Audit Quality: The Role of the Demand for Unique Client Specific Knowledge*, Bin Srinidhi, Sidney Leung, and Ferdinand A Gul (April 2010); "Required Study on the Potential Effects of Mandatory Audit Firm Rotation" GAO Report to the Senate Committee on Banking, Housing, and Urban Affairs and the House Committee on Financial Services (November 2003).

⁵ See, *Audit Firm Tenure and Fraudulent Financial Reporting*. Auditing: A Journal of Practice and Theory, Vol. 23, Issue 2, Carcello, J.V. and Nagy, A.L. Sept. 2004.

independence, research indicates that “investors and information intermediaries perceive auditor tenure as improving audit quality.”⁶

Accordingly, extensive research has been conducted that suggests mandatory firm rotation would not achieve the Board’s objective of enhancing audit quality but rather, may serve to impair it.

May limit institutional knowledge, experience, and industry specialization

As noted, research demonstrates that institutional knowledge and experience are crucial to a high quality audit and increases over time. Mandatory firm rotation would clearly hinder the auditor’s ability to accumulate such institutional knowledge and experience and could therefore, adversely impact audit quality. In addition, mandatory firm rotation could result in limiting companies in specialized industries to engage audit firms who have the appropriate skill set and experience to perform the audit. For example, in some geographical areas, companies may be limited in the number of audit firms that specialize in their industry and have the expertise to provide a quality audit. Mandatory firm rotation could have the result of forcing companies to select an auditor who is not as capable with the result of diminishing audit quality. In addition, many firms specialize in certain industries and devote significant resources to training partners and staff in these focused areas. If an audit firm is required to rotate from the engagement and there are few or no other companies who require the same audit specialization, the firm may decide to no longer maintain the industry specialization, even further limiting the number of audit firms with the requisite industry expertise for companies to choose from.

We also believe that mandatory firm rotation could have a severe impact on multi-national audits. Audits of multi-national companies generally involve complex business structures and transactions that require the auditor to develop and maintain expertise in specialized areas. This potential loss of institutional knowledge and experience could be extremely disruptive to multi-national companies and their auditors and result in significant costs. In addition, multi-national audits could be extremely difficult to manage if countries around the world adopted mandatory firm rotation requirements with differing rotation periods. For example, multiple rotation regimes for multi-national companies could result in multiple audit firms and varying audit methodologies used on a particular audit.

Increased costs and resources

In the Concept Release, the Board recognizes that “a rotation requirement would significantly change the status quo and accordingly, would risk significant cost and disruption.”⁷ We agree that these costs would be significant and may cause a major disruption to the capital markets.

As the Board points out, in the Government Accountability Office’s (GAO) “Required Study on the Potential Effects of Mandatory Audit Firm Rotation,” firms estimate that in the first year, mandatory firm rotation could result in increased audit costs of more than 20 percent⁸. The GAO Study also estimated that “Following a change in auditor under mandatory audit firm rotation,

⁶See, *Auditor Tenure and Perceptions of Audit Quality*, Alok Ghosh, Doocheol Moon (April 2005).

⁷ Concept Release, page 3.

⁸ Concept Release, page 14.

the possible additional first year audit-related costs could range from 43 percent to 128 percent higher than the likely recurring audit costs had there been no change in auditor.”⁹

In addition to the increase in audit costs, there are other costs that the Board should take into consideration. For example, once a firm is forced to rotate, the company must devote significant resources to identifying and hiring a new audit firm that has the requisite expertise. Such costs include meeting and corresponding with firms regarding the company’s business, drafting and responding to proposals, and interviewing the audit firms. Once selected, the company would also need to devote significant time to educating the audit firm on the company’s business and operations, internal control systems, accounting and financial reporting systems, and other areas so the firm has the requisite knowledge to perform a quality audit.

In addition to the significant time involved in gaining the necessary understanding of the company’s business, operations and systems, the audit firm must also devote considerable time to reviewing the predecessor auditor’s working papers, identifying risk areas, understanding complex transactions and other audit planning matters that generally involve significant time commitments as part of the first year’s audit. It is likely these additional audit hours would result in an increase in audit fees to the company.

Undermines role of audit committee

Mandatory firm rotation may have the unintended consequence of undermining the role of the audit committee. The Sarbanes-Oxley Act (“SOX”) assigned responsibility to independent audit committees for overseeing the financial reporting process, including the hiring and firing of the external auditor. However, mandatory rotation could prevent the audit committee from selecting and retaining the most qualified audit firm to perform the company’s audit. Since the audit committee is responsible for the selection and oversight of the audit firm, the audit committee should be able to use its discretion and judgment when determining which audit firm is best suited to perform the company’s audit. In determining which firm is most capable, the audit committee should consider a number of factors and arguably, firm tenure should be one such factor. Other important factors include the qualifications and reputation of the audit firm, industry experience, and reasonableness of the audit plan. The audit committee is also in the best position to evaluate the quality of the audit and assess the independence and objectivity of the auditor. Clearly, this should be an important factor considered by the audit committee when determining if reappointment of the auditor is appropriate.

Mandatory rotation could limit the audit committee’s choice of audit firms and therefore, hinder its ability to select or reappoint the audit firm that can perform the highest quality audit in the most efficient and effective manner. This result could be exacerbated in situations where the company is in a specialized industry with a limited number of firms who have sufficient industry expertise or where the company is located in a geographical area with a limited number of audit firms available to perform the audit.

Consider impact of recent standards and other potential enhancements

⁹ GAO Report, page 33.

Consider impact of SOX and new standards

In 2002, SOX created significant reforms to restore public trust and investor confidence. Pursuant to SOX, the SEC implemented stringent independence rules to enhance auditor independence, objectivity and professional skepticism. These rules included prohibitions on the provision of certain nonaudit services, prohibitions on hiring former auditors (including a "cooling-off" period), and a requirement for lead and concurring partner rotation every five years and rotation of other audit partners every seven years.

We believe the existing partner rotation requirements are effective and provide the necessary "fresh look" to ensure auditors are exercising objectivity and professional skepticism during the audit. In addition, partner rotation does not carry the same degree of disruption and loss of institutional knowledge that a mandatory firm rotation requirement would have on the company and the audit firm. We also believe that the level of disruption and loss of knowledge would be even worse if the existing partner rotation requirement was coupled with a mandatory firm rotation requirement and question how the partner rotation and firm rotation requirements would be synchronized if the rotation cycles do not coincide. We would also like to point out that when adopting its new rules on partner rotation, the SEC expected the PCAOB to monitor the impact the partner rotation rules would have on audit quality and independence. Specifically, SEC Release No. 33-8183, *Strengthening the Commission's Requirements Regarding Auditor Independence*, states that, "In conducting its oversight review of registered public accounting firms, we expect that the Public Company Accounting Oversight Board ("the Board") will monitor the impact of these rules on audit quality and independence."¹⁰ We are not aware of the PCAOB having performed such an evaluation of the SEC's partner rotation rules and recommend that the Board consider doing so prior to pursuing further consideration of a firm rotation requirement.

Subsequent to SOX, the PCAOB has also taken measures to enhance audit quality, including a suite of risk assessment standards and a new framework for the engagement quality review. The Board's inspection findings do not reflect the impact that these important standards will have on audit quality and we therefore recommend that the Board not pursue such drastic measures as mandatory firm rotation until it has the opportunity to study the impact of these new standards and how they will enhance audit quality. The Board would then be in a better position to determine if further enhancements, specifically with respect to auditor independence, objectivity and professional skepticism are necessary.

Other potential audit quality enhancements

We would support the Board in further analyzing its inspection findings to better understand the underlying reasons for the audit failures that have been observed. If the Board determines that the root cause of such findings were the result of the auditor lacking the requisite independence, objectivity and professional skepticism, then we recommend the Board explore other, more cost-effective enhancements to audit quality. Specifically, we would ask the Board to consider the potential audit quality enhancements described in the Center for Audit Quality's (CAQ)

¹⁰ Section 3.C. *Rotation Period for Partners Other Than The Lead and Concurring Partners.*

comment letter submitted to the Board on this Concept Release. Specifically, the CAQ has offered a number of potential enhancements to audit quality that audit firms, audit committees, and regulators may wish to consider that do not carry the significant costs associated with mandatory firm rotation. We also believe it is important to consider the size of the audit firm in determining the appropriateness of any potential enhancements and that certain enhancements would only be appropriate for annually inspected firms.

Cost-benefit analysis

Finally, if the Board determines that it should further pursue a mandatory firm rotation requirement, we would strongly encourage the Board to conduct a cost-benefit analysis to justify that the significant costs associated with mandatory firm rotation do not outweigh any potential benefits. We believe such an analysis is imperative, especially if the Board is unable to demonstrate evidence that mandatory firm rotation will significantly enhance audit quality.

In closing, we would like to reiterate that we do not believe the PCAOB should proceed with a mandatory firm rotation requirement without evidence that links audit firm tenure to the audit failures noted in the PCAOB inspection findings. Moreover, if further study appears to indicate such a linkage, we would urge the Board to carefully weigh the costs associated with mandatory firm rotation against any potential benefits and consider other potential enhancements that do not result in such a significant level of disruption and costs.

We appreciate the opportunity to comment on the PCAOB's Concept Release and would be happy to meet with the Board to discuss our comments in greater detail.

Sincerely,



Gregory J. Anton, CPA
Chairman of the Board



Barry C. Melancon, CPA
President and CEO

CASCADE LOCKS STAFF REPORT

Date Prepared: November 13, 2014

For City Council Meeting on: November 24, 2014

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: County Wide Protection Plan

November 10, 2014 SYNOPSIS: The City of Cascade Locks participates with the County in a County Wide Protection plan in fighting wildfires. Our current plan was drafted in 2005. The County currently has a grant to update this county-wide plan. We are the only area in the County that operates on our plan that is not necessarily coordinated with the County's plan.

Station Captain Metheny is requesting two changes to our plan:

1. Incorporate our plan into the countywide document to bring unity within the County.

Having a consistent countywide document makes for better coordination and communication in a wildfire event because we would all be working off the same play book.

2. The plan requires the creation of a Wildfire Protection Committee with regular meetings.

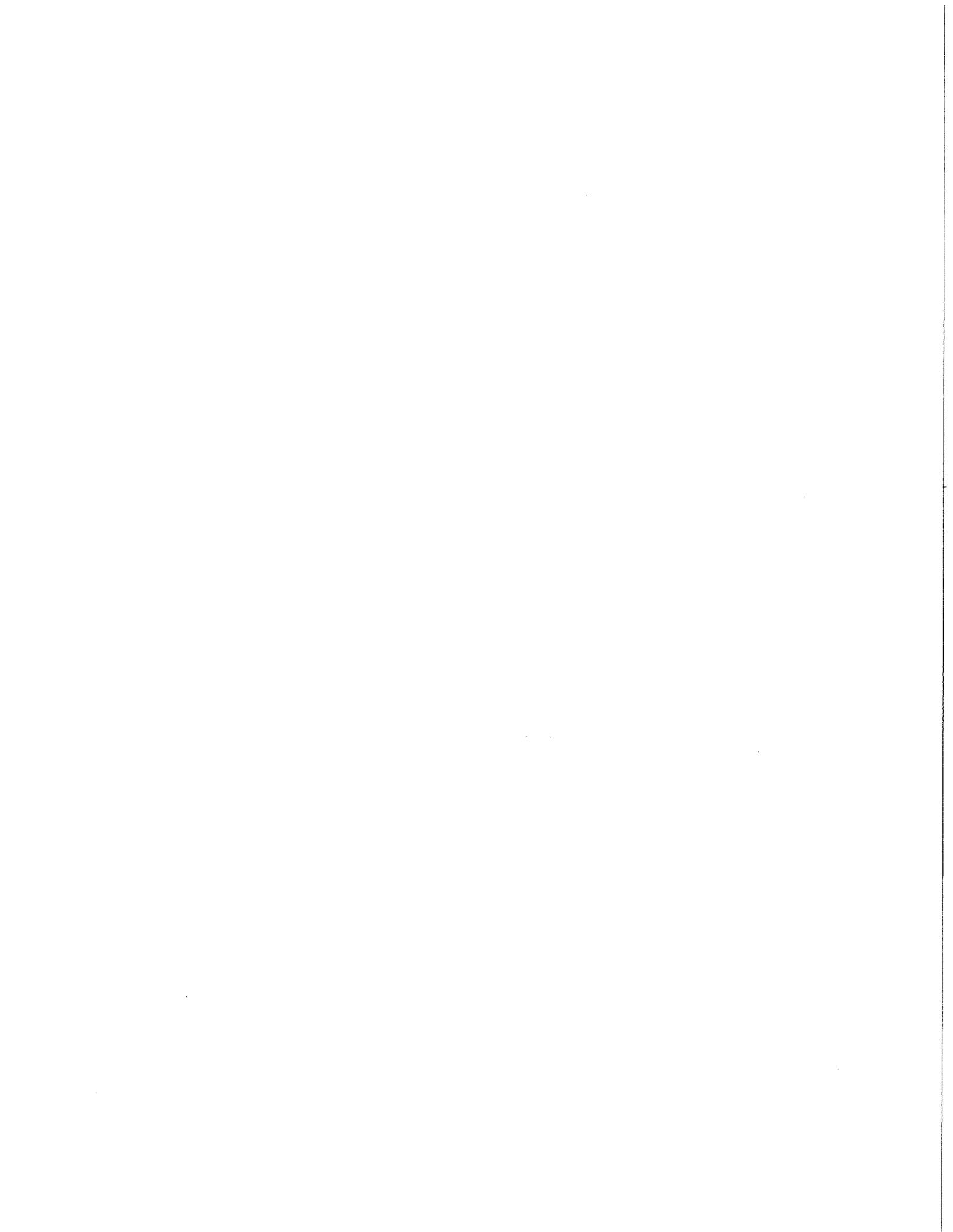
It is proposed that this committee be made up of the City Council who can meet annually as this committee.

Our current plan can be updated to include these changes at County expense.

November 13, 2014 Addendum: The current City Plan and draft County Plan were emailed to each of the Council members on November 12, 2014. After reading through each plan, is the Council willing to consolidate the City's current plan with the County's plan?

CITY COUNCIL OPTIONS: Accept, modify, or reject there proposed changes.

RECOMMENDED MOTION: "I move to accept the recommendation of Captain Metheny and direct him to work with Hood River County to effect these changes."



CASCADE LOCKS STAFF REPORT

Date Prepared: November 18, 2014

For City Council Meeting on: November 24, 2014

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Discussion of Cable TV Rates

SYNOPSIS: At a previous Council meeting, the Council discussed raising the rate for the Cable TV to cover the increase cost for KATU TV. That rate is increasing from \$0.75 per customer to \$2.20 per customer. The Council at that time said that this was a rate increase from our supplier and that the Council could therefore increase the rate to the customer.

Since that discussion, we have heard from most of the other TV Station suppliers. The previous costs and the projected increases are included in the attached spreadsheet.

Right now the Basic Package is billed to the customers at \$24 per month. Our cost right now for those stations is \$26.32. We are losing \$2.32 per month per customer just for the cost of the service. That does not include the costs for parts and labor.

The customer is billed \$9.75 for HBO. Our cost currently is \$14.055 per customer, a loss of \$4.305 per account.

For those customers who purchase HBO at the bulk rate (motels), the price to the customer is \$4.00. Our cost is \$3.31. Our previous resolution says that we can charge up to \$1.00 more than our cost for the bulk rate.

The new costs from the suppliers are outlined below:

Basic TV:	\$24.0000	HBO TV:	\$ 9.75
New Cost:	<u>\$30.0466</u>	New Cost:	<u>\$14.76</u>
Loss:	6.0466	Loss:	\$ 5.01

Again, the new costs do not include any of our labor and material costs to operate the system.

With these projected losses for 2015, it does not make it attractive to our potential buyer.

CITY COUNCIL OPTIONS:

Basic TV Package

1. Do nothing and let the new owner increase the rate.
2. Increase the basic price from \$24 to \$27.75 to cover just the new increased costs, while still losing \$2.30 per customer per month.
3. Increase the basic price from \$24 to \$30.05 to cover the projected cost per month per customer.
4. Increase the basic price from \$24 to \$36 to cover the majority of the City's costs.
5. Increase the basic price from \$24 to \$40 to make up for some of the previous losses.

HBO Package

1. Do nothing and let the new owner increase the rate.
2. Increase the HBO price from \$9.75 to \$10.50 to cover just the new increased cost, while still losing \$4.26 per customer per month.
3. Increase the HBO price from \$9.75 to \$14.76 to cover the projected cost per month per customer.
4. Increase the HBO price from \$9.75 to \$17.75 to cover the majority of the City's costs.
5. Increase the HBO price from \$9.75 to \$19.50 to make up for some of the previous losses.

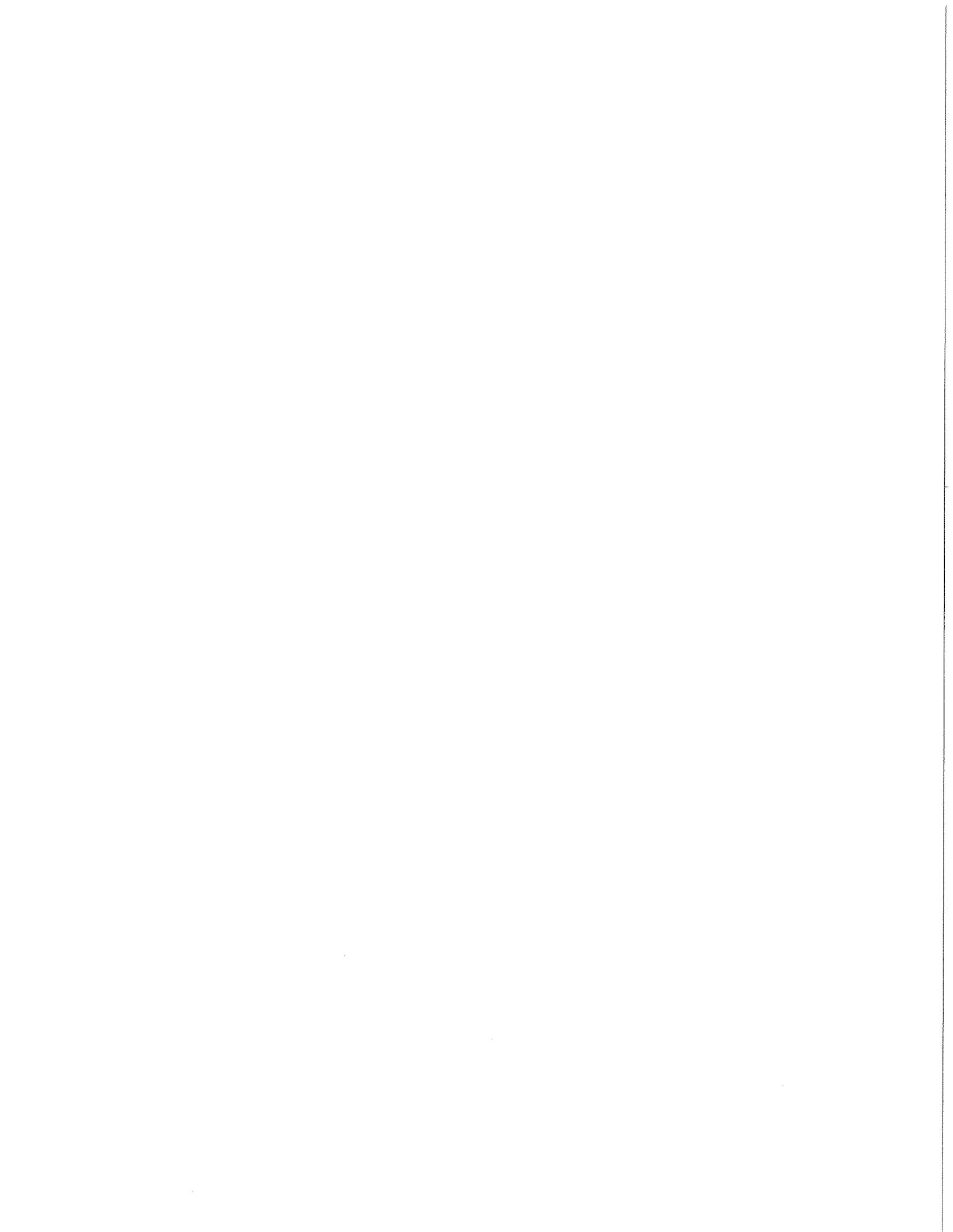
HBO Bulk Rate

1. Do nothing and let the new owner increase the rate.
2. Increase the HBO Bulk Rate Price from \$4.00 to \$4.31, the maximum allowed by previous resolution.

Or any combination of the above.

RECOMMENDED MOTION: Discussion only. What would the Council like to do? The staff will bring a resolution back at the next Council meeting with the rate to be effective at the January 2015 billing.

CATV Cost Analysis Basic CATV and HBO					
11/18/2014					
Chan.	Description	Current Programming Cost per Customer	1/1/2015 Estimated Increase	Difference	
3	A&E	0.36500	0.3900	0.025	
4	Disney Channel	1.15000	1.2600	0.110	
7	TBS	0.98500	1.0300	0.045	
9	CNN	0.97200	1.0725	0.101	
11	ABC Family	0.48600	0.5160	0.030	
17	ESPN2	0.90700	0.9800	0.073	
18	ESPN	5.72110	-	-	
19	Country Music Television	0.24400	0.2730	0.029	
20	VH1 Music First	0.38700	0.4330	0.046	
21	MTV	0.87600	0.9810	0.105	
22	USA Network	1.10000	1.1800	0.080	
27	TV Land	0.29600	0.3320	0.036	
28	Nickelodeon	1.47500	1.6520	0.177	
29	Home & Garden	0.31000	0.3500	0.040	
30	Turner Classic Movies	0.34500	0.3600	0.015	
31	History	0.36500	0.3900	0.025	
33	Discovery	0.51100	-	-	In Negotiations
34	Syfy	0.33000	0.3500	0.020	
35	Lifetime	0.69000	0.7400	0.050	
36	Turner Network	1.83500	1.9350	0.100	
	ACA Dues (Tax)	0.06000	-	-	
	Olympic Package(USA)	0.15000	0.1700	0.020	
2	Sinclair (KATU)	0.75000	2.2000	1.450	
6	LIN (KOIN)	1.35000	1.4500	0.100	
8	Gannett (KGW)	0.80000	1.8500	1.050	
10	OPB N/C	-	-	-	
12	Meridith Corp. Fox 12	0.85000	-	-	Ends 12/31/2014
13	Meridith Corp. PDX TV (49)	0.30000	-	-	Ends 12/31/2014
23	Local Channel	-	-	-	Customer Pays \$ 3.99
26	Tribune/Tower (WGN)	0.25000	-	-	Ends 12/31/2014
32	Tribune/Tower -CW Portland (KRCW)	0.25000	-	-	Ends 12/31/2014
	Dish (Re-Transmission)	2.21000	-	-	Average of 181 customers
	Total for Basic CATV	26.32010		3.72650	
	HBO	14.05500	14.7600	0.705	Customer Pays \$ 9.75
	HBO Bulk	3.31000	3.3100	-	Customer Pay \$ 4.00 per unit
	Current Basic Channels Total	26.3201		30.0466	Current + Increase
	HBO	14.0550		14.7600	Current + Increase
	HBO Bulk	3.3100		3.3100	Current
		43.6851		48.1166	



CITY of CASCADE LOCKS – Tourism Committee

Meeting Minutes from November 3, 2014

TOURISM COMMITTEE MEETING, Monday, November 3, 2014, 7:00 PM, City Council Chambers

1. **Call Meeting to Order & Roll Call.** The meeting was called to order at 7:00 pm. Attending: Debbie Fine, Cindilee Baseman, Joe Shelley, Dave Lipps, Chase Lorang, Aurora delVal, Marie Miller. Also attending: City Administrator Gordon Zimmerman, Tourism Staff Deanna Busdieker, Port of Cascade Locks Marketing Director Holly Howell.
2. **Amendments to the Agenda.** - none
3. **Comments by the General Public.** - none
4. **Discussion/Declaration of Potential Conflicts of Interest** - none
5. **Approval of Minutes Presented: October 6, 2014** – Motion made by Debbie Fine, seconded by Dave Lipps, to approve minutes of October 6, 2014 as presented. Motion carried unanimously.
6. **Approval of Financials: Statements Ending September 30, 2014** – Motion made by Dave Lipps, seconded by Cindilee Baseman to approve financial statements ending Sept. 30, 2014 as presented. Motion carried unanimously.
7. **Approval of Bills** – none presented.
 - A. **Budget Review & Discussion** – Chairman Miller lead a discussion on the budget review to date. It was noted that the beginning balance expected from last FY was not realized. Future reviews with updates on the budget will be given as the current FY progresses.
8. **Presentation: Holly Howell, Port of Cascade Locks** – Holly Howell presented a PowerPoint program on Connect Cascade Locks Plan, which helped tourism members learn the background of the plan and what has happened to date. Each tourism member received a disc and handout showing partner leads and timelines with the plan. All agreed that the importance of partnership with the Port, City, Trail groups and businesses work best for Cascade Locks.
9. **Staff Support Report** – Deanna Busdieker presented a comparison of web hosting plans. After review, the committee agreed that Web Hosting Hub's Spark would work well for our site. The monthly cost is \$4.99. Motion made by Debbie Fine, seconded by Dave Lipps to approve the tourism website host with Spark. Motion carried unanimously. Busdieker will check on the current contract with IT Marketing for any buyout of our current contract, if necessary.

Busdieker reported that she is checking with WDOT on the final approval for our wayfinding signage. The signs are made with installation as our next step. Busdieker has met with members of the West Columbia Gorge Chamber of Commerce and looks forward to working together with projects. Press releases have been sent on the tourism support hire and Debra Lorang's trip to Korea. She shared a copy of the Garage Sale Days flyer that will be posted around town and presented to groups, letting them know this was available for a fundraiser opportunity.

Busdieker presented the handout from Weinstein PR given at the CRGVA Tourism Summit. She will share these ideas with businesses and incorporate them in our marketing themes. We will need to work on using the full name: Columbia Gorge National Scenic Area for destination purposes. She is working with Harry Troeger on our Facebook page. If any of the committee members have ideas for our new logo, please forward these to her.

10. Old Business

- A. **Report on CRGVA Tourism Summit** – Members that attended the Summit in The Dalles October 15 reported on good attendance with Cascade Locks participants, and learning new ideas for marketing with great contacts and networking.

- B. WILD Tours and Marketing Opportunities** – The committee reviewed itinerary ideas generated from the meeting with Evergreen Tours, based in Seattle. They will planning tours designed from interest in the move “WILD” and the Pacific Crest Trail.
- C. Multnomah Falls Panel** – Information was reviewed on the opportunity started in February earlier this year by Rebecca Sergeant to design and display a panel at Multnomah Falls. It was agreed that the 4’ x 4’ panel could contain business ad spaces within our design, which could be purchased by Cascade Locks businesses. There would be 4 panels designed for quarterly changes. The panel would be placed by Oregon Travel Experience at an advantageous spot.

The committee approved having the design and costs researched by our support staff. Cost of the panel at the Multnomah Falls Kiosk Information Center is \$75 monthly.

11. New Business

- A. Advertising Opportunity with Columbia River Gorge Visitors Magazine** – The committee discussed the opportunity to advertise in the CRG Visitor’s Magazine, published by Wind River Publishing, LLC. Holly Howell offered to provide funding for half the ad space, if the committee wished to participate. Motion was made by Debbie Fine to partner with the Port for a half page ad, splitting the full cost for the ad in the amount of \$2500. Motion was seconded by Chase Lorang. Motion carried unanimously. The ad will be designed by Busdieker and Howell.
- B. Cascade Locks Tourism Website Advertising Discussion** – Because we are a government agencies, no advertisement will be placed on the tourism website.
- C. WCGCC Membership Meeting, Hosted by Tourism & Port Opportunity** – The idea for co-hosting a West Columbia Gorge Chamber of Commerce membership gathering in Cascade Locks was discussed. It was agreed we would pursue the idea later in the spring.
- D. Upcoming Events** – The following events were shared with committee members.
 - i. Flat Tail Beer Tasting, Cascade Locks Ale House, Nov. 14, Free**
 - ii. Artists & Their Craft, Lorang Fine Arts, Dec. 6, Free**
 - iii. Festival of Lights, City Hall, Dec. 7, Free**
 - iv. Gorge Hub Design Workshop, Troutdale House, Dec. 10, Free**

12. Tourism Committee Member Reports & Events

- A. Debbie Fine** – Surgery in January may affect ability to attend some meetings this winter.
- B. Cindilee Baseman** – Appreciate the news and good meeting with everyone.
- C. Joe Shelley** – No report
- D. Dave Lipps** – He has talked with Marlene, ODOT on the wayfinding signs and pleased with continued progress.
- E. Chase Lorang** – No report
- F. Aurora delVal** – No report
- G. Marie Miller** – The Port received great reviews from visitors and staff at Vista House this year. It was reported that 43 represented countries passed through Vista House one day this summer.

13. Next Meeting Date & Time: December 1, 2014, 7:00pm

- 14. Adjournment** – Motion made by Chase Lorang, seconded by Debbie Fine, to adjourn the meeting. Motion carried unanimously. Meeting was adjourned at 8:50 pm.

MATTHEW T. ENGLISH
SHERIFF

BRIAN ROCKETT
CHIEF DEPUTY

JAMIE HEPNER
PAROLE & PROBATION COMMANDER



MARITA HADDAN
911 COMMANDER

TERRY L. BRIGHT
CHIEF CIVIL DEPUTY

JERRY KEITH
EXECUTIVE ASSISTANT

CASCADE LOCKS MONTHLY REPORT

October, 2014

1. **TOTAL CALLS FOR SERVICE: 172** (Includes follow-ups, Officer initiated, agency assist, ect.)
2. **TOTAL PRIORITY CALLS: 13**
3. **TOTAL CRIMES/CALLS AGAINST FAMILIES: 1**
4. **TOTAL CASE NUMBERS ISSUED: 19**
5. **TRAFFIC STOPS: 24**
6. **TOTAL ANIMAL CONTROL CALLS/CITATIONS: 6**

Additional Investigative Support: Deputy Smith, Deputy Lerch, Sgt. Castaneda, Deputy Guertin, Deputy Anderson, Deputy Carmody, Reserve Deputy Pivarunas, Reserve Deputy Dahl and Sgt. Flem. Case numbers include: S140966, S140971, S140989, S141006, S141009, S141010, S141022, S141027, S141028, S141029, S141031, S141032, S141037, S141045, S141051, S141053, S141056, S141058 and S141061.

Deputy Harvey worked 93.71 hours within the City of Cascade Locks. Hood River County Sheriff's Office Personnel worked an additional 98.44 hours within the City of Cascade Locks, (Deputy Anderson, Deputy Stefanini, Deputy Smith, Deputy Cozad, Reserve Sgt. Renault, Deputy Lerch, Sgt. Hughes, Deputy Paulsen, Deputy Nelson, Sgt. Castaneda, Sgt. Flem, Deputy Carmody, Deputy Guertin, Reserve Deputy Pivarunas, Reserve Deputy Ives, Reserve Deputy Bagge, Reserve Deputy Sigl, Reserve Deputy Kowell, Reserve Deputy Dahl and Chief Deputy Rockett.

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

